

CLEVELAND PUBLIC LIBRARY  
Joint Finance, Human Resources & Community Services Committee Meeting  
October 19, 2021  
Learning Commons                      Louis Stokes Wing  
12:00 Noon

Present:        Ms. Butts, Mr. Seifullah, Ms. Rodriguez, Mr. Hairston, Mr. Corrigan (arrived, 12:17 p.m.)

Absent:        Ms. Thomas, Mr. Parker

Mr. Seifullah called the Joint Finance, Human Resources & Community Services Committee Meeting to order at 12:07 p.m.

**Finance Committee Members** (Mr. Seifullah, Chair)

Present:        Alan Seifullah, John Hairston

Absent:        Thomas Corrigan, Anthony Parker

Because there was no quorum of Finance Committee members until Mr. Corrigan arrived at 12:17 p.m., the following items were discussed for informational purposes only.

**Resolution to Accept Gifts for the Month of September**

After stating that the Gift report for September was attached to the resolution for review, Carrie Krenicky, Chief Financial Officer, was available for any questions the Board may have had.

**Ninth Amendment to the Year 2021 Appropriation**

Carrie Krenicky, Chief Financial Officer, stated that in this amendment to Year 2021 Appropriation, we updated our Certificate of Estimated Resources. In the General fund, we increased our Taxes and rollbacks just over \$2.5 million for property tax collections to date. That does include \$2.8 million in delinquent tax collections that we have collected which shows that we actually collected a little under \$300,000 less than what the Budget Commission certified us for. We are also increasing our Capital Projects revenue in the amount of \$70,254 for the SLO ARPA/LSTA grant for CDPL which will be going before the Board.

Ms. Krenicky continued and stated that we are also increasing our appropriation in the Capital Projects fund for the amount of the grant going before the Board of \$70,254 in our Building and Repair fund. In our Construction Tax Exempt fund, we are increasing our appropriation in the amount of \$3,685,273.02 for some resolutions going before the Board this month for the Woodland Project and for the Lorain Project.

Resolution to Accept the State Library of Ohio American Rescue Plan Act (ARPA)/Library Services and Technology Act (LSTA) Grant for Cleveland Digital Public Library

Dr. Shenise Johnson Thomas, Chief of External Relations & Development, explained that these funds are federal stimulus funds distributed to the State Library of Ohio via the Institute of Museum and Library Services. The core purpose of this funding, as indicated in the resolution, is to upgrade hardware for the Digital Public Library.

John Skrtic, Chief of Special Projects and Collections, added that with this grant, the Digital Public Library will purchase digitization equipment, specifically two scanners: an i2S CopiBook OS A2 XD Book Scanner and a nextScan FlexView 300scanner. With this equipment, the public can come into the Library and scan photos, family albums, bibles and more. We are upgrading a lot of hardware and software in the Digital Public Library. With these new additions, we are able to increase our productions from our Special Collections Department.

In response to Ms. Rodriguez inquiry, Mr. Skrtic stated that these new scanners will be stationed in the Digital Public Library located on the 3<sup>rd</sup> floor of Main Library.

Resolution Approving Public Library Fund Allocation Agreement Commencing January 1, 2022 and Terminating December 31, 2022

Director Thomas stated that every three years the Cuyahoga County Budget Commission meets with the directors of the nine public library systems in Cuyahoga County to discuss an agreement on the percentage of the total County Public Library Fund that each library is to receive annually.

In the eighties, there were some contentious times where the libraries actually sued each other. From that, a formula was put into place on how libraries receive funding from the State. After Director Thomas shared additional information about the formula, he stated that Cleveland Public Library has the largest share of the formula. This year because of COVID, we decide to extend our agreement for another year as we determine how we are going to move forward.

In conclusion, Director Thomas stated that in essence this resolution is saying that PLF would continue our agreement for an additional year under the current formula as we continue to examine it going into 2023.

Resolution to Purchase Real Property from the City of Cleveland Land Bank for the New Hough Branch

John Lang, Chief Operating Officer, stated that this resolution is very similar to the one that came before the Board last month regarding the Woodland Project. We are acquiring 10 vacant parcels from the City of Cleveland Land Bank at the current assessed value of \$45,600.

After Director Thomas stated that this is a much fairer price, Mr. Lang stated that our broker has difficulty generating an appraisal based on inadequate comps within the neighborhood. Therefore, we submitted a Brokered Opinion of Value (BOV) and the Land Bank used the County's assessed value which we found to be fair.

In response to Mr. Hairston's inquiry, Mr. Lang referenced Exhibit A attached to the resolution that shows the 10 parcels that we are acquiring. Mr. Lang identified the locations for the branch, parking lot, storm water management and reading garden.

In response to Ms. Butts' inquiry, Mr. Lang stated that the disposal of the current Branch property is not a part of this transaction.

Upon Mr. Corrigan's arrival at 12:17 p.m., a quorum was confirmed and the Finance Committee considered the following items for referral to the full Board for approval at the upcoming Regular Board Meeting.

Resolution to Accept Gifts for the Month of September

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.

Ninth Amendment to the Year 2021 Appropriation

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Resolution to Accept the State Library of Ohio American Rescue Plan Act (ARPA)/Library Services and Technology Act (LSTA) Grant for Cleveland Digital Public Library

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Resolution to Ratify Agreements with the Lamar Companies for Advertising

Tana Peckham, Chief Strategy Officer, stated that this resolution is to ratify agreements with Lamar Advertising for bus shelter advertising for two different purposes.

Ms. Peckham explained that if you advertise with RTA, whether it's a bus shelter, signage on the side of a bus, or in a bus or train, it's centralized through Lamar Advertising. The first campaign

that we are supporting the 1B branches of the Facilities Master Plan to make sure that neighborhood residents are 1) aware of the temporary closure for the reimagination, 2) provide information on where to go for alternate service, and 3) to follow our progress. The second campaign is to raise awareness about the Library to keep it top-of-mind. This is inviting patrons in nearby existing branches to be able to dream and do, play and learn, and that their story starts with Cleveland Public Library and invites them to visit their neighborhood branch.

In response to Mr. Hairston's inquiry, Ms. Peckham stated that we have already gone through what inventory is available and chose shelters closest to each of our branches.

In response to Ms. Butts' inquiry, Ms. Peckham confirmed that this advertising is in the bus shelters and not on the bus.

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 for Design Services for the New Martin Luther King, Jr. Branch Project

John Lang, Chief Operations Officer, explained that there are two items proposed in this Amendment. The first is for structural redesign that became necessary as a result of reconciling the Library's design for the branch with the Developer's plans for the Lofts. As the façade of the building changed back and forth, there was additional structural design rework necessary.

The second item has to do with the stage performing arts section and audio visual for the branch itself. Much of this came out of internal discussions and positioning ourselves to move forward with social justice programming. As a result, there was additional design work required.

After noting that we are getting close to having \$2 million in soft costs at the MLK Branch, Mr. Corrigan stated that although this is troubling, he understands how we got there. This is reason for us to be very careful going forward.

Mr. Lang stated that there are additional design costs involved with the reconciliation of two projects that he will be bringing to the Board in the future and also that the Library's design burden that were caused by the Developer's changes are in negotiation and will be reconciled in the shared costs matrix will be included in the final project budget which will be submitted to Board. Although the Library needs to pay an architect, some of the costs will ultimately be split between the Library and the Developer.

Mr. Lang mentioned that regarding the AE fees totaling \$1.975 million cost of construction; if you include our previously approved Guaranteed Maximum Price and the Owner Contingency that the Library is holding for unforeseen conditions in construction is \$13.7 plus \$1.05 million. The total fees for the Architect is 13% which is higher than we would like to pay. However, given the approved reconciliation of the design developments about one year ago and the fact that the selection of the AE team for the MLK project resulted from a national design competition, I think that this is reasonable.

Mr. Corrigan stated that the Board has been extremely patient with this Developer regarding the MLK Project.

Director Thomas asked Mr. Lang to provide the Board with an additional update on the MLK Project.

Mr. Lang stated that last month the Board approved the Library's GMP for Panzica and also the proposed Amendment to the Development Agreement between the Library and the Developers. Subsequently, the Developers failed to achieve the GMP on their portion of the project and are now in the process of peer reviewing the structural design and entertaining other bidders other than Panzica. Although we have controlled what we are able to control, we are unable to move forward to sign and execute those agreements until we are sure that the Developers are moving forward. This is a snag for the combined project and we are waiting for the Developer to go through their process of aligning their costs with their budget.

In response to Mr. Corrigan's inquiry, Mr. Lang confirmed that our GMP is with Panzica and the Developer also bid their documents through Panzica, but the Developer was unable to negotiate a GMP within their budget. Now we hear that they are in discussion with Power Construction who is building the Artisan Building adjacent to the current library in partnership with AM Higley.

In response to Ms. Rodriguez' inquiry, Mr. Lang stated that if the Developer does not reach a GMP or sign the amended Development Agreement, the project cannot move forward.

In response to Mr. Parker's inquiry, Director Thomas stated that right now the Developers cannot make money off of the project because what Panzica is bringing to them is costing 15% more than they originally thought it was going to cost. They are trying to see if they can bring someone in cheaper so that they can make money off of the project. If they are unable, the Developers may decide that they cannot move forward with the project. If the Developers can find someone who can give them the price that they want, they will move forward with the project. In that instance, we would have to decide how we move forward.

Ms. Rodriguez expressed her frustration and stated that we have already spent \$2 million and had numerous meetings to voice our concerns.

Mr. Corrigan stated for the record that the Developers constituents who hired the Developer has changed a couple of times and asked who the Developer are today?

Mr. Lang stated that he is unaware of any past changes to the Developer's team. However, legally Midwest Developers Partners dba UC3 and operationally, the point of contact for the Library is Steve Rubin and Elie Weiss as principals.

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 Bostwick Design Partnership, Inc. and Ubiquitous Design LTD for Design Services for the Woodland Branch and Distribution Facility

John Lang, Chief Operations Officer, stated that he would speak to Exhibits 8 and 9 together as the context of Exhibit 9 is important as Exhibit 8 is being considered.

Mr. Lang stated that the Woodland and Central Distribution Facility Projects are happening at the same site with the same design team and construction manager, but they have separate GMP's under separate GMP amendments. Those were approved by the Board in June 2021. The Library's overall budget was approved in July, 2021. When the Board approves the Library budget, it includes Owner Contingency which is to address errors and omissions in the documents and unforeseen site conditions in the field. We hold contingency for unanticipated issues that come up or are encountered during construction. However, this month we are seeking an increase in the budget for the project due to the extended scale of the unforeseen conditions that were encountered. Specifically, an underground storage tank that held petroleum products in the past which was discovered directly under the building pad of the Woodland Branch; an elevated lead content in the soil which requires confined facilities disposal of the cylinders that are hauled off.

Mr. Lang continued and stated that during the permitting process the City of Cleveland, which is the Library's permitting "authority having jurisdiction", reviewed our site design which included plans to tie our storm water management design to City combined sewer and stormwater infrastructure on Griswold Avenue. The City's lines were subsequently found to be partially collapsed and unable to accept stormwater flow from the CPL Woodland site, with no schedule from the City to repair of the line. This has required us to reroute storm water discharge from the Woodland site to a more distant location on E. 61<sup>st</sup> Street which has escalated the costs. All of these are cost-drivers that have exhausted the Library's contingency. We are seeking, over the course of these two resolutions, in an increase in the project budget for the Woodland Project to address these construction issues in the field and also to pay the amendment to the Architects who have developed these revisions to the project in their contract documents.

Mr. Lang stated that Exhibit 8 is the Amendment for Bostwick.

Ms. Rodriguez stated that some of these changes that the Board will be approving in Exhibit 8 are the result of the SUV accident at Woodland Branch in July 2021 and asked if the Library would be receiving compensation from the driver's insurance company?

In response to Ms. Rodriguez' inquiry, Carrie Krenicky, Chief Financial Officer, stated that the costs associated with the vehicle allision are not expected to rise to the level of our deductible, and that CPL has received copies of the police record for the incident but it does not appear the driver has insurance.

Ms. Rodriguez asked for clarification on the payment for the collapsed lines.

Director Thomas stated that because the City lines are collapsed and the City does not intend to repair them in time to accommodate our project, the Library has to pay the extra costs.

Mr. Lang added that it is more expensive for us to run out full lines to where the City infrastructure is not collapsed than we had anticipated. There is an extra run of pipes and extra storm water retention on the site. We are being required to detain our storm water on site and slowly discharge it into the city's stormwater and sanitary sewer system. In response to Ms. Butts' inquiry, Mr. Lang confirmed that this would be much like a bioswale.

Finally, Mr. Lang stated that we are not seeking an increase on the budget on account of the vehicle allision which is part of the Central Distribution Facility. We are requesting on the CDF side a small reprogram of funds from the Owner's Contingency of our direct cost into the architectural fees which is about \$5,000. Most of the dollars in these resolutions has to do with the Woodland Project.

Mr. Corrigan asked for an update on the percentage of architect and engineering costs for this project.

Mr. Lang stated that those costs have reached \$1.337 million which would be the true value of this contract should this resolution pass. The GMP's for Woodland and CDF are \$6.09 million and \$5.03 million respectively. The Owner's Construction Contingency will eventually be incorporated into the construction documents would be \$530,217.00 which is 11.3%. We stipulate 9% for AIA basic fees, but this is not typically the initial contract. The initial contract is basic services plus things like programming, furniture development, etc. We are usually in the ballpark of 10% - 10.5% when we bring a contract to the Board. Additional services and amendments go on top of that. We are up to 11.3% with Bostwick. Although this percentage is slightly higher, the nature of the things that we have encountered on the site in particular has been unique as compared to some of the other sites. Considering what we have encountered, this can be expected.

Mr. Corrigan stated that although the Library has had a good relationship with Bostwick over the years, we must remain caution so that we are not taken advantage of.

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 Approving Amended Project Budgets for Woodland Branch and Central Distribution Facility Projects

- After thanking Mr. Lang for addressing this item with the Exhibit 8, 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 Lorain Branch

John Lang, Chief Operations Officer, stated that this is the first GMP for a Group 1B building under our construction management team which is Regency Construction with the AKA team.

Mr. Lang referenced Exhibit A attached to the Resolution and noted that the Pre-Construction fees were approved when Regency was selected at the Construction Manager At Risk. The Guaranteed Maximum Price was what we have negotiated and are now bringing before the Board. Also listed are all of the other soft costs and owner costs that include the Owner's Construction Contingency; Furniture, Fixtures, and Equipment; Architect Fees; and Owner Director Costs. This makes up the total project budget of \$3,799,592.80.

Mr. Lang referenced Exhibit F on Regency's GMP document noting the MBE, FBE and SBE summary which shows every scope of work that was bid on the project and every subcontract included on the GMP and shows the diversity and inclusion numbers. Regency proposed and exceeded higher goals. Currently, they are showing 32.74% MBE; 41.87% FBE; and 76.43% SBE. In summary, nearly 75% of the total expenditure in the GMP is with a diverse MBE/FBE supplier.

After some discussion about the location of the Lorain Branch, Mr. Lang stated that this project itself is a renovation of the existing Branch plus and addition on the northwest side of the building. Part of the project is to reorient the Branch from Lorain since it is now separated from I-90 and the neighborhood to the north. This will provide for a plaza and another entrance on the northwest side and an additional community room expansion.

In response to Mr. Corrigan's inquiry, Mr. Lang confirmed that this will preserve the Carnegie frontage, windows and other unique characteristics.

Mr. Corrigan stated that Lorain Branch is one of the better maintained Carnegie branches.

After stating that this will be a beautiful renovation, Director Thomas commended Regency and AKA for their work to get us to these numbers.

Mr. Corrigan expressed his approval for what Regency has done as this achievement can serve as an example to other contractors. Mr. Corrigan commended the Board and staff for addressing their concerns with Panzica.

Mr. Lang stated that Regency's approach was proactive and innovative. Gilbane has had the same focus on engaging the subcontractor community and generating interest in bidders for the project. Regency similarly engaged the subcontractor community, but have also done community engagement in the sense of educational outreach, reading programs with the Library and other work with Dr. Winlock's team on programming. This approach has been very innovative.

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 Amend Agreement with Peter D. MacEwan, LLC for Consulting Services

John Lang, Chief Operations Officer, stated that the Board has seen a number of amendments to the agreement with Peter MacEwan in the past and we have steadily drawn down the hours he



has provided the Library in service. This resolution seeks to amend the agreement to extend Mr. MacEwan's contract on an open-ended basis to provide further assistance on the Martin Luther King, Jr. branch project and to assist with the development agreement and shared cost negotiations for the Walz branch project. Mr. MacEwan will also assist with the overall budgeting with the capital program for the FMP. We would like to retain Mr. MacEwan at his current hourly rate of \$125 per hour for approximately 10 hours per week, which the Library Administration finds to be fair and reasonable.

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 Professional Service Industries, Inc. D/B/A Intertek-PSI for Surveying, Environmental, Geotechnical, and Ancillary Engineering Services

John Lang, Chief Operations Officer, stated that the Board approved and the Library selected PSI as the engineering consulting services across the entire span of the Facilities Master Plan Group 1 and we have brought amendments to this agreement to the Board as needed. This amendment should be the last on anticipated for Group 1. This amendment will include construction testing and special inspection services for the MLK and Walz branches, and fundamental commissioning services on our Group 1 non-LEED buildings, and enhanced commissioning services for our LEED buildings which are MLK, Hough, Woodland, Rockport, and Walz. There is also a small unanticipated add included the overall total which is additional environmental testing associated with the lead contaminated soil that we experienced at Woodland.

In response to Mr. Corrigan's inquiry, Mr. Lang stated that none of the construction phase testing for the Group 1B, especially Walz and MLK, have happened yet nor have had any of the commissioning. There has been some preliminary work on the commissioning. The commissioning is focused on the building envelope and mechanical systems to make sure that the building is going to perform as the architects have designed. Most of that effort happens in the final phases of construction.

Mr. Corrigan stated that PSI has worked for the Library for 30 years and have proven to be a very reliable contractor.

Finally, Mr. Lang stated that this is another Owner soft cost with an all-in price of \$625,579 if this resolution is approved. Against the \$62 million Capital Program is almost exactly 1% of the total Program cost. This is in the ballpark where the 1% of the Program and 1.5% of the total construction cost.

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 Renew Maintenance Agreement with Integrated Precision Systems Inc. for Maintenance of People Counting Hardware, Software, and Firmware

Carrie Krenicky, Chief Financial Officer, stated that the Library's current agreement with IPS expires on November 14, 2021. We are seeking renewal for the period November 15, 2021 and ending on November 14, 2022 at a cost of \$48,090.49.

In response to Ms. Rodriguez' inquiry, Ms. Krenicky stated that this cost is a little over a 5% increase from last year.

Mr. Seifullah 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 Accept Emergency Connectivity Fund (ECF) Funding Commitments and to Enter into Agreements to Purchase Eligible Connectivity Equipment and Services for Remote Access

Carrie Krenicky, Chief Financial Officer, stated that back in March 2021, when Congress passed the American Rescue Plan Act, which included the Emergency Connectivity Fund (ECF). This fund will reimburse schools and libraries 100% for the reasonable costs of eligible equipment and broadband connections used to help students, staff, and patrons who otherwise lack access to be able to engage them in remote learning.

Ms. Krenicky stated that these funds fall under the Federal E-Rate program which the Library does qualify to apply for. We were, therefore, eligible to participate in this program. In August, we filed two FCC Form 471s: One for Hotspots and Service in the amount of \$128,379.60 and one for Fixed Connections.

Ms. Krenicky stated that on October 12, 2021, the Library received an ECF Funding Commitment Decision Letter notifying the Library that the funding request for the Fixed Connections has been approved. We are still awaiting to receive a funding request decision that our Hotspots and Service has been funded. The total amount that we have requested funding for is \$466,019.60. We have been confirmed funding in the amount of \$337,640 for Fixed Connections.

Dr. Shenise Johnson Thomas, Chief of External Relations & Development, stated that as a result of this funding, we have partnered with the County and DigitalC to use the Fixed Connections component of the funding to give people in the Central Neighborhood access in their homes for Wi-Fi. A meeting is scheduled later this week to discuss next steps to work through those details. In theory, after the completion of building the infrastructure and installing the Fixed Connections for Central Neighborhood family homes, they will have Wi-Fi access which they don't now due to issues that took place years ago that closely mirror redlining with the infrastructure in those specific Cleveland areas.

In response to Ms. Rodriguez' inquiry, Dr. Johnson Thomas stated that DigitalC will handle the details about accomplishing this.

Ms. Krenicky confirmed that 500 households in the Central Neighborhood who will benefit from this and the Library will be working with DigitalC as a vendor provide both the boardband service and the equipment.

Mr. Corrigan stated that this is about \$670 per home and since that includes the installation and the service.

Ms. Krenicky added that this will be for the period July 1, 2021 through June 30, 2022.

After some discussion about cable and internet bills, Mr. Corrigan stated that this is a very reasonable price.

In response to Ms. Rodriguez' inquiry, Ms. Krenicky stated that once the service expires in 2022, it will be offered to those households for \$18 per month.

Director Thomas stated that this partnership with the Library, County and DigitalC is a prototype of how this can work in other communities.

In response to Ms. Rodriguez' inquiry, Director Thomas explained that DigitalC has worked for 20 years in communities finding out how to provide equity and access to digital literacy.

Mr. Corrigan noted that the leader of DigitalC who also sits on the Library Foundation Board is the daughter of the third generation bronze and brass foundry company responsible for the plaques on our walls, outside in the Garden and other places. Those were done by her family.

Director Thomas recommended that DigitalC be invited to attend a future Regular Board Meeting and give an informational presentation on how they provide services to people and communities.

In response to Mr. Hairston's inquiry, Dr. Johnson Thomas stated that we will pay close attention to understand how they will spend that close to \$236 million as this is Federal funding through the FCC verses funding the Cuyahoga County has received. Those are separate pools of money. The goal would be to determine once they identify their priorities where they align with our priorities so that we can solicit some of those funds for our mission and our patrons.

In conclusion, Director Thomas commended Dr. Johnson Thomas and Ms. Krenicky for their hard work on this,

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

**Human Resources Committee Members** (Mr. Hairston, Chair)

Present: John Hairston, Alice Butts, Thomas Corrigan

Absent: Anthony Parker

**Regular Employment Report**

After he gave a brief overview of the Regular Employment Report, 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 Amending Cleveland Public Library Flexible Spending Account Plan**

Carrie Krenicky stated that this resolution is to amend the Library's Flexible Spending Account Plan to align it to include the language for the eligibility requirements for all of our staff. For purposes of consistency, we are stating that staff are eligible who work a minimum of 20 per week and who are not subs and pages. We had to state that to conform for all of our staff.

Mr. Hairston stated that we are trying to be equitable to all staff.

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

**Retirement Recognition Citation**

Mr. Hairston stated that the following retirees will be recognized at the upcoming Regular Board Meeting Deborah Gray, Donna Prude and Khalia Scott.

After some discussion about Library employees who are running for Cleveland City Council, 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

**Community Services Committee Members** (Mr. Corrigan, Chair)

Present: Thomas Corrigan, Alice Butts, Alan Seifullah

Absent: Anthony Parker

**Amendment to Fines and Fees Schedule**

John Skrtic, Chief of Special Projects and Collections, stated that the Library will be adding Chrome Books to offer our patrons. We want to make sure that the responsible party reimburses the Library if they are not returned. Suzi Perez, TechCentral Manager, and her team are preparing the devices and getting ready for training.

In addition, Mr. Skrtic stated that the other change is with the rental space at Lake Shore Facility. We have always been able to rent out Main Library auditorium during hours and after hours.

Because we get many requests about Lake Shore as well, we want to make sure that it was noted accordingly on the Fines & Fees Schedule.

In response to Ms. Butts' inquiry, Chrome Book replacement would be around \$350.00 per device. Chrome Books can be used within the Library walls and checked out.

Mr. Corrigan 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 to Revise Policy on Internet and Computer Use

John Skrtic, Chief of Special Projects and Collections, stated that on March 18, 2021, the Board approved the resolution to enter into agreements and/or establish funding requests for e-rate Category Two services for the e-rate funding year 2021, under the Schools and Libraries Universal Service Discount Program. To be eligible for any service under Category Two, the Library must certify compliance with the Children's Internet Protection Act (CIPA).

Mr. Skrtic stated that to be in compliance with CIPA, the Library must restrict access by minors to inappropriate matter on the Internet with the use of filtering software. This resolution requests the authorization to move forward.

Director Thomas clarified that we are now adding filtering software for patrons under 18 years old.

Mr. Skrtic added that for Library cards coded a juvenile, when logging onto the computer the card will enact restrictions.

After sharing in some detail history about the Library and not using filters, Mr. Corrigan motioned that this item would go to the full Board for approval. Ms. Butts seconded the motion, which passed unanimously by roll call vote.

Ms. Rodriguez adjourned the Joint Finance, Human Resources & Community Services Committee Meeting at 1:12 p.m.