

CLEVELAND PUBLIC LIBRARY
 Minutes of the Regular Board Meeting
 March 16, 2023
 Trustees Room Louis Stokes Wing
 12:00 Noon

Present: Ms. Butts, Mr. Corrigan, Ms. Rodriguez,
 Mr. Hairston, Ms. Fryer, Mr. Parker

Absent: None

Ms. Rodriguez called the Regular Board Meeting to order
 at 12:03 p.m.

Approval of the Minutes

Ms. Rodriguez moved approval of the minutes for the
 Regular Board Meeting of 02/16/23; and Joint Finance &
 Human Resources Committee Meeting of 02/14/23. Mr.
 Corrigan seconded the motion, which passed unanimously
 by roll call vote.

PRESENTATION:

Cleveland Public Library Foundation & Fundraising Bi-
 Annual Update - Greg Stefani, President, Cleveland
 Public Library Foundation Board of Directors & Dr.
 Shenise Johnson Thomas, Chief of External Relations and
 Development

After a brief introduction by Ms. Rodriguez, Greg
 Stefani, President, Cleveland Public Library Foundation
 Board of Directors, thanked the Board for the
 opportunity to share this update and stated that Dr.
 Shenise Johnson Thomas, Chief of External Relations and
 Development, will provide more detail.

Mr. Stefani explained that the Foundation Board
 membership has been expanded to 24 and another 4
 honorary members to strengthen and to diversify the
 composition and the capabilities of our board members.

**MINUTES OF
 REGULAR BOARD
 MEETING OF
 02/16/23; JOINT
 FINANCE & HUMAN
 RESOURCES
 COMMITTEE
 MEETING OF
 02/14/23
 Approved**

To help the Board be most effective, Mr. Stefani stated that we have done the following:

- Comprehensive onboarding program for new members
- Implemented various new policies to mitigate potential risks
- Developed a multi-year strategic plan

In addition, Mr. Stefani stated that Dr. Johnson Thomas is in the process of upgrading the capabilities of her team and noted the posting of a new Senior Director of Development.

The following PowerPoint presentation was presented.

**RECOGNIZING THE PAST
LOOKING TOWARDS THE FUTURE...**

2019

- CPL Celebrated its 150th Anniversary • CPL Foundation launched.

2020

- Pandemic Year
- CPL continued to advance its strategic planning efforts.

2021

- CPL strategic plan announced to staff.
- CPL Foundation embarked on and finalized its first strategic business plan.
- CPL Foundation-building board capacity

2022-2025

- Capital Enhancement Campaign "\$30 million by 2030"
- Secured largest philanthropic gift in the Library's history, The Jack, Joseph, and Morton Mandel Workforce and Senior Digital Innovation Lab" at the Glenville Campus
- **Cleveland READS**

STRATEGIC BUSINESS PLAN, 2022-2025

Mr. Stefani gave an overview of the Foundation's five strategic priorities which align directly with the Library's strategic priorities.

- Achieve Financial Targets to implement Neighborhood Branches Capital Enhancements: \$30 million by 2030
- Raise Funding to Support Reading Literacy and Digital Equity Programming
- Bolster the Foundation's Reputation in the Region through Enhancing Board Infrastructure to Engage New Audiences
- Ensure the Long-term Financial Sustainability of the Foundation
- Provide Financial Support for Library Programs that Address Real-time Needs

Mr. Stefani noted that these priorities fall into the following three categories:

1. Creating stability and capacity within the Foundation
2. Bolstering the reputation of the Library and the Foundation in our community
3. Achieving our fundraising goals and providing support to the Library and it's programs

Mr. Stefani introduced Dr. Johnson Thomas who shared the following information on the Foundation's Year End Review including the gifts that the Foundation awarded.

YEAR END REVIEW, 2022

CPL Awarded Gifts, FY22

FY22 Restricted Gift Total Awarded: **\$4,328,892** to help with Library programs and services.

•FY22 Restricted Gift Total Awarded to Foundation:
\$431,120

Dr. Johnson Thomas stated that this amount went through the Foundation.

•FY22 Restricted Gift Total Awarded to CPL: **\$3,897,772**

Dr. Johnson Thomas stated that this amount went directly to the Library. A portion of that amount was gifts from Mandel and Bruening.

ANNUAL GOALS 2023

Dr. Johnson Thomas gave an overview of the Foundation's 2023 goals: and distinguished how they aligned with the Library's strategic goals.

1. Achieve Cleveland READS Campaign Goals
2. Secure Funding for FMP Capital Enhancements (**\$30 million by 2030**)
3. Enhance & Solidify Fundraising Operations

The Library's Strategic Goals

1. CLOSE THE GAPS
2. CREATE CAMPUSUS
3. OPERATE WITH EXCELLENCE

Dr. Johnson Thomas shared additional information about these goals and their respective action plans.

Goal: Secure a minimum of \$1 million for FMP capital enhancement campaign & identify \$1-\$2 million in pipeline funding

Action Plan

- Develop prospect strategy for additional FMP funding
- Develop FMP capital enhancement needs assessment for branches
- Identify prospects for funding that align with needs assessment
- Conduct next round of internal/external stakeholder interviews
- Submit solicitations where applicable

Goal: Achieve Cleveland READS Fundraising Goals

- Develop cabinet framework and purpose
- Identify cabinet members
- Send cabinet invitations by January 31st

- Recruit minimum of 50 companies/organizations to join the Cleveland READS challenge
 - Secure at least 25 Cleveland READS challenge organizations by March 1st
 - Secure another 25 Cleveland READS challenge organizations by June 30th
- Outline event program and goals
- Develop internal event planning committee to begin planning for the Cleveland READS fundraising event
- Schedule event planning committee meetings; successfully execute event

Cleveland READS!

VISION A City that Reads is a City that Succeeds

GOALS Raise awareness on the importance of reading literacy and to nurture a love of reading

Strategy & Structure for Cleveland READS

Goals	1 million books and/or minutes read
ACCESS	Books, Library Cards, IL
TPU	Reading Challenges
SPACES/FMP	Outreach/Events/Programs
Fundraising	

Cleveland READS Fundraising

GOAL:	\$500,000
CPL:	\$250,000
CPLF:	\$250,000

Secured

Connor Foundation	\$ 25,000.00
Sea Land	\$ 1,500.00
Individual Donation	\$ 25,000.00
Cleveland Foundation	\$ 25,000.00
Individual Donation	\$ 150.00
TOTAL Secured	\$ 76,650.00

Cleveland READS Company Challenge

Dr. Johnson Thomas stated that the Cleveland READS Company Challenge focuses on four areas. We want companies to (1) sponsor us and demonstrate their support of reading literacy; (2) register your staff;

(3) promote the challenge and amplify the message over social media; and (4) volunteer.

Cleveland READS Company Challenge is an opportunity for companies to demonstrate their support for reading literacy and the Cleveland READS campaign.

Companies that sign on to the Challenge will pledge sponsorship (minimum \$2,500) and are automatically part of the Literacy Cabinet. Companies also commit to a Cleveland READS 20-minute all staff read (*CPL staff is available for all staff read support*).

Cleveland READS Company Challenge Kick-off Breakfast, April 19, 2023, 7:30-9:00 a.m., CPL Downtown Campus.

Invitations have been sent to approximately 200 companies and organizations. Our goal is to get at least 100 to join.

Board Engagement

Cleveland READS Company Challenge:

Identify one (or more) company to join the Company Challenge and invite to the April 19th breakfast.

Reading Incentives:

Help secure reading incentives for our readers

Amplify the Message:

- Retweet Cleveland READS posts
- Use Cleveland READS handles
 - o Hashtags: #clevelandreads; #ReadtoWin
 - o Twitter: <https://twitter.com/ClevelandReads>
 - o @Cleveland_Reads
 - o Facebook: @Cleveland_Reads

Mr. Stefani added that Foundation Board members have been challenged to bring their companies and perhaps other companies to participate in this initiative by attending the kick-off breakfast in April. The Foundation Board has also been challenged to personally commit to raising a total of \$50,000 for the Cleveland READS program. The creation of this diverse board is to leverage the communities and networks that come along with the board.

As he closed, Mr. Stefani challenged each member of the Library Board to engage in this work and promote it to other companies and organizations.

Mr. Stefani and Dr. Johnson Thomas were available for any questions the Board may have had.

After expressing her appreciation to Mr. Stefani and Dr. Johnson Thomas for the Foundation's ongoing support to the Library, Ms. Rodriguez thanked them for sharing this very important update presentation.

COMMUNICATIONS

Director Thomas acknowledged a letter from Patrick Losinski, CEO, Columbus Metropolitan Library, extending congratulations to Director Thomas on being named to *Crain's Cleveland Business Power 150 List*. Mr. Losinski commended the Director's leadership and Cleveland Public Library's commitment to shrinking the digital divide by its technology programming and for its impact on the community.

Mr. Corrigan stated that he was very proud of the Library's connection to Mr. Losinski and the Columbus Metropolitan Library and noted that Mr. Losinski was a member of the search committee when the Library recruited Director Thomas.

Director Thomas stated that we are very excited to work on a variety of committees in preparation and support for the PLA 2024 Conference in Columbus, April 3-4, 2024. Mr. Losinski is working to ensure that this conference will have an attendance greater than any other PLA conference. Director Thomas extended an invitation for the Library Board to attend the PLA 2024 Conference in April.

MOTION TO TEMPORARILY SUSPEND THE REGULATIONS

Because there was no Joint Finance and Human Resources Committee Meeting, Ms. Rodriguez moved to temporarily suspend the Regulations of the Board of Trustees in Article IX and X requiring referral of resolutions to committees to consider the following resolutions. Mr.

**LETTER FROM:
FROM: PATRICK
LOSINSKI, CEO,
COLUMBUS
METROPOLITAN
LIBRARY**
Acknowledged

**MOTION TO
TEMPORARILY
SUSPEND THE
REGULATIONS**
Approved

Corrigan seconded the motion, which passed unanimously by roll call vote.

FINANCE COMMITTEE REPORT

Mr. Corrigan presented the following report.

Resolution to Accept Gifts for the Month of February

(See pages 530-531)

Mr. Corrigan moved approval of the following resolution. Mr. Parker seconded the motion, which passed unanimously by roll call vote.

WHEREAS, The Board receives gifts of moneys, library service materials, technology resources and miscellaneous non-monetary gifts from generous citizens from time to time; and

WHEREAS, Attached to this Resolution is the Gift Report itemizing the gifts received by the Library for the month of February of 2023; now therefore be it

RESOLVED, That the gifts described in the Gift Report for February of 2023 be accepted upon the conditions connected with said gifts in accordance with Section 3375.40(K) of the Ohio Revised Code.

Third Amendment to the Year 2023 Appropriation

(See pages 532-538)

Mr. Corrigan moved approval of the following resolution. Mr. Parker seconded the motion, which passed unanimously by roll call vote.

WHEREAS, **Ohio Revised Code** Section 5705.40 provides for the amendment of an appropriation measure when necessary; and

WHEREAS, It is now deemed necessary to amend the Year 2023 Appropriation Measure, which complies with the Amended Official Certificate of Estimated Resources received from the Cuyahoga County Budget Commission dated March 9, 2023; and

RESOLUTION
TO ACCEPT
GIFTS FOR
THE MONTH
OF
FEBRUARY
2023
Approved

THIRD
AMENDMENT TO
THE YEAR 2023
APPROPRIATION
Approved

WHEREAS, The aggregate of all appropriation classifications does not exceed the total amount submitted to the Cuyahoga County Budget Commission; now therefore be it

RESOLVED, That the sums indicated on the attached Third Amendment to the Year 2023 Appropriation Schedule be approved.

Resolution to Accept Grant Funds from the Urban Libraries Council for Barbershop Books Program

Mr. Corrigan moved approval of the following resolution. Mr. Parker seconded the motion, which passed unanimously by roll call vote.

WHEREAS, Urban Libraries Council (ULC) seeks to build directly on its long-term commitment to race equity and to the role of libraries in partnering to improve education outcomes and is partnering with Barbershop Books who is a literacy leader for Black boys; and

WHEREAS, Cleveland Public Library agrees to participate in ULC's Barbershop Books initiative funded by the Institute of Museum and Library Services (IMLS) in a peer learning cohort and learn how to implement a local Barbershop Books program reaching 10 barbershops. As part of this work the Library will help local barbers implement the Barbershop Books Model, which includes programs for children to read for fun through child-centered, culturally responsive and community-based programming and content; and

WHEREAS, The project will focus on the opportunity to strengthen current library resources and capacity to address gaps in access to culturally relevant children's literature and increase out-of-school time reading for children in low-income households, especially boys in Black under-resourced communities; and

WHEREAS, A stipend of \$10,000 to support purchase of books from the list of preferred titles provided by Barbershop Books and other materials to support local events, reader recognition prizes and participating barber appreciation; now therefore be it

RESOLVED, That Cleveland Public Library Board of Trustees, pursuant to the authority set forth in R.C. §3375.40(K), hereby accepts a grant from ULC in an

**RESOLUTION
TO ACCEPT
GRANT
FUNDS FROM
THE URBAN
LIBRARIES
COUNCIL FOR
BARBERSHOP
BOOKS
PROGRAM**
Approved

amount of \$10,000 for deposit into the Founders Fund Account 203042-42100-32801 (Federal Aid); and be it further

RESOLVED, That the Executive Director, CEO or his designee is authorized to enter into and execute such agreements and instruments as may be necessary or appropriate to effectuate the terms and conditions of this Resolution, which agreements and instruments shall be subject to the approval of the Library's Director of Legal Affairs.

Mr. Hairston expressed his approval of this initiative and suggested for the record that the Library consider how we can move into women's salons as well.

Ms. Rodriguez asked for additional information about the Barbershop Books Program.

Erica Marks, Senior Director of Outreach and Programming Services, explained that she, Tracy Martin, Director of Development, and another member from the OPS teams, attended a meeting last week for an overview and to learn more about the program. Library staff who are coordinating this program will attend training as well as the barbers. For those who agree to participate will have to receive a brief training as well. The goal is to ensure that participants know how to properly engage with children while they are at the barbershop and how to recommend a book and encourage them to go to the library and more.

Ms. Marks indicated that a barbershop has already been identified for the program. We hope to include women's hair salons as well. To begin the program roll out, we will connect with some of our community partner barbershops.

Mr. Hairston stated that the diversity of this program will provide us with entry into all our communities.

Director Thomas added that we will try to have barbershops participating across the city.

Ms. Butts noted that there will be at least 10 barbershops involved.

To make sure that the barbershops are spread across the

city, Ms. Marks stated that we hope to have at least 20 participating barbershops on the east and west sides of Cleveland. Some barbershops may begin the program and then decide to no longer participate.

Ms. Rodriguez thanked Ms. Marks for sharing this information.

Resolution to Accept Grants from the Best Buy Foundation for the Best Buy Teen Tech Center at Rockport Branch

Mr. Corrigan moved approval of the following resolution. Mr. Parker seconded the motion, which passed unanimously by roll call vote.

WHEREAS, On September 21, 2017, the Board of Library Trustees accepted a grant from Best Buy to open a Best Buy Teen Tech Center at the Rockport branch; and

WHEREAS, The Best Buy Teen Tech Center at the Rockport branch opened on November 14, 2018 and offers teens a place where they can develop critical skills through hands-on activities exploring their interests in programming, filmmaking, music production and design; and

WHEREAS, In February 2023, the Best Buy Foundation awarded the Library a \$75,000 renewal grant for the period of February 1, 2023 through April 30, 2024 to support and sustain the Best Buy Teen Tech Center at the Rockport branch; and

WHEREAS, In February 2023, the Best Buy Foundation also awarded the Library a \$60,000 Clubhouse-to-Career Pathway to Success ("C2C") program grant for the period from May 1, 2023 through April 30, 2024 to support technology knowledge, skill building, and workforce readiness; and

WHEREAS, Cleveland Public Library is grateful for the continued support in making the Best Buy Teen Tech Center at the Rockport branch a success; now therefore be it

RESOLVED, That Cleveland Public Library Board of Trustees, pursuant to the authority set forth in R.C. §3375.40(K), hereby accepts grants from the Best Buy Foundation in an amount of \$75,000 to be deposited in the Tech Centers Fund Account 257046-46100 (Restricted

**RESOLUTION
TO ACCEPT
GRANTS
FROM THE
BEST BUY
FOUNDATION
FOR THE
BEST BUY
TEEN TECH
CENTER AT
ROCKPORT
BRANCH**
Approved

Gifts) and \$60,000 to be deposited in the Tech Centers Fund Account 257046-46100-13779 (Restricted Gifts); and be it further

RESOLVED, That the Executive Director, CEO, or his designee, is authorized to enter into and execute such agreements and instruments as approved by the Library's Director of Legal Affairs, including those in excess of \$25,000, that are necessary or appropriate to effectuate the terms and conditions of the Grant and this Resolution.

Mr. Corrigan stated that Best Buy is obviously pleased with how the Tech Centers are going and are providing this grant. This is a sign of success.

Ms. Butts requested an update on the Rockport Branch.

John Lang, Chief Operations Officer, reported that Rockport is currently in construction with about 20% completion with structural erected, concrete being placed, and plumbing rough-ins started. The existing branch building has been kept open during construction. We thought that we would need a brief shut down for a sanitary line relocation but were able to work around that. Although the parking lot has been lost during construction, the branch remains open. Parking arrangements have been made with a Lutheran church on Puritas and arrangements are being finalized with the Catholic church across 140th Street. There are only two handicapped spaces available at the branch and are accessible via the driveway on 140th.

In response to Ms. Butts' inquiry regarding a shooting at a school close to the branch, Monroe Goins, Director of Safety, reported that last week, there was a fight at John Marshall High School after school. Information was circling on social media that the extended family of one of the kids involved in the fight wanted to retaliate against the other party and threatened to shoot someone at John Marshall High School. A participant in the social media, who wished to remain anonymous, reported this to one of the staff at Rockport. Staff and the officer assigned to Rockport notified the School District and local law enforcement. Working together, all stakeholders were able to intervene and avoided any shooting and ultimately contained the student who made the threat. This shows that the students trust the staff

members and officers have with kids at Rockport. Because of this relationship, we were able to participate in a prevention.

Ms. Butts thanked Mr. Lang and Mr. Goins for their update.

Resolution Authorizing Subscription for Construction Management Software

Mr. Corrigan moved approval of the following resolution. Mr. Parker seconded the motion, which passed unanimously by roll call vote.

WHEREAS, In order for the Library to record and track the construction documents produced in connection with the Facilities Master Plan, the Library Administration has determined it would be beneficial to purchase a subscription for construction management software that will assist the Library with this process; and

WHEREAS, The Library Administration has reviewed various vendor services and has selected Procore Technologies, Inc. as its choice as vendor for the purchase of a subscription to the construction management software; and

WHEREAS, Procore provided the Library with a proposal for a subscription and services agreement for the Project Management Pro software for a one-year term at a total cost of \$31,382; and

WHEREAS, The Chief Operating Officer recommends that this Board authorize the Library to purchase the subscription to the Project Management Pro software from Procore Technologies, Inc.; now therefore be it

RESOLVED, That the Board of Trustees of the Cleveland Public Library authorizes the Executive Director, CEO or his designee, to enter into an agreement for a one-year term with Procore Technologies, Inc., subject to the approval of the Director of Legal Affairs, to provide a construction management software subscription for the Facilities Master Plan documents at a fee not-to-exceed \$31,382 to be charged to the General Fund Account 12100053-53360 (Computer Maintenance).

Mr. Corrigan noted that this is a very reasonable price

**RESOLUTION
AUTHORIZING
SUBSCRIPTION
FOR
CONSTRUCTION
MANAGEMENT
SOFTWARE**
Approved

for software that will help the Library record and track the construction documents produced in connection with the Facilities Master Plan.

In response to Mr. Corrigan's inquiry, John Lang, Chief Operations Officer, confirmed that there are currently hundreds of thousands of document pages that have been produced as a result of the 11 projects in Phase I of the Library's Facilities Master Plan, and that the ProCore software will be able to store all FMP project documents.

Resolution Authorizing Acquisition of Property Under Louis Stokes Wing Building

(See pages 539-554)

Mr. Corrigan moved approval of the following resolution. Ms. Butts seconded the motion, which passed unanimously by roll call vote.

WHEREAS, On November 17, 2016, the Board of Library Trustees authorized the Library to enter into agreements with the various owners of a narrow strip of land underneath the Louis Stokes Wing, which the Library had been renting since 1957 (the "Property"), to acquire ownership of their real property interests through donation and to buy out the remainder of their respective interests in the lease; and

WHEREAS, The process of acquiring the Property has taken longer than initially expected as some of the property's owners have passed away, resulting in their interests being divided among trust beneficiaries and heirs; and

WHEREAS, To date, the Library has acquired ownership of a thirty-nine fortieths (39/40) fractional interest in the Property through the generous donations of the property's many owners and is in discussions with the owners of the final one fortieth (1/40) interest; and

WHEREAS, The final one fortieth (1/40) interest is owned by seven separate individuals and must go through the probate process before it can be donated to the Library; and

WHEREAS, As a gesture of good faith in light of the

**RESOLUTION
AUTHORIZING
ACQUISITION
OF PROPERTY
UNDER LOUIS
STOKES WING
BUILDING**
Approved

legal fees incurred to donate their one fortieth (1/40) interest in the Property to the Library, the Library has offered to reimburse up to \$7,500 of their legal fees upon the closing of the transfer as described in the Release of Lease Obligations and Property Donation Agreement, which is attached to this Resolution as Exhibit "A"; and

WHEREAS, Ohio Revised Code Section 3375.35 requires that the purchase of any real property be authorized by a two-thirds vote of the full membership of the library board making such purchase; now therefore be it

RESOLVED, That the Board of Trustees of the Cleveland Public Library, by a two-thirds vote of the full membership, authorizes the Executive Director, CEO, or his designee to enter into an agreement in substantially the form attached to this Resolution as Exhibit "A" with the owners of the remaining one fortieth (1/40) interest to accept donation of their fractional interest in the Property and to reimburse up to \$7,500 of their legal fees incurred in transferring the Property to the Library and to incur such other expenses and execute such other instruments or agreements as may be necessary in order to facilitate the transfer of the Property to the Library, which expenditures shall be charged to the General Fund Account 11020057-57500 (Refunds/Reimbursements), and which agreements and instruments shall be subject to the approval of the Director of Legal Affairs.

Mr. Corrigan shared extensive and detailed history and about the property where the Louis Stokes Wing sits.

After discussion continued about the size of the parcel, Bryan Szalewski, Director of Legal Affairs, stated that because one of the donors is a minor, we are not going to get this full one fortieth (1/40) interest in one piece. We will, however, get it in two different pieces. Once the family completes their probate transfer, we expect to receive a transfer of a fractional interest of fifteen six hundred fortieths (15/640). Next year, after the 18th birthday of the last one six hundred fortieth (1/640), completing the transfer to Cleveland Public Library.

In response to Ms. Butts' inquiry, Mr. Szalewski explained that the reason this has taken so long is that

we have four owners who were all descendants of the original family-owned property. Over time, it was divided among their children in different sized portions. In the last few years, some of the owners have either passed away or put their property in a trust and divided among their heirs. Which is the issue with this one fortieth which has been in probate and the family wants to donate it to the Library. In all likelihood, the cost that they will incur is probably greater than the fractional interest for the narrow piece of land under the Library. Therefore, we are asking authority to assist them with their legal expenses in connection with completing the donation.

Mr. Corrigan further explained that in the early part of the 20th century when the three 3 buildings that the Plain Dealer wrapped around, at that time when those buildings were leased, it was not uncommon for the owners of downtown property to enter into 99-year leases.

In closing, Mr. Corrigan understanding the challenges on this complicated item, congratulated Mr. Szalewski for his efforts thus far.

Resolution Authorizing the Purchase of Library Book Trucks

(See page 555)

Mr. Corrigan moved approval of the following resolution. Mr. Parker seconded the motion, which passed unanimously by roll call vote.

WHEREAS, Cleveland Public Library book trucks receive constant wear and tear, and their proper functioning is critical to the efficient operation of the Library and the preservation of library service materials; and

WHEREAS, Main Library's fleet of book trucks includes models that are more than a century old and have deteriorated to the point that they are no longer safe to use due to splintering wood and wobbly wheels; and

WHEREAS, The Library has investigated options for new library book trucks and found four options for 3-tier, flat shelf steel book trucks of dimensions close to what

**RESOLUTION
AUTHORIZING
PURCHASE
OF LIBRARY
BOOK
TRUCKS**
Approved

the Library needs (approximately 43" H x 37" W x 17" D) as outlined in Exhibit A; and

WHEREAS, The Library believes that the Demco model will best fit its needs and it is also the lowest price at \$619.99 each; now therefore be it

RESOLVED That the Board of Library Trustees hereby authorizes the Executive Director, CEO or his designee to enter into an agreement with Demco, Inc. for the purchase of 52 book trucks at a total cost of \$32,239.48, which amount shall be charged to the General Fund Account 19510055-55510 (Furniture), and which agreement shall be subject to the approval of the Director of Legal Affairs.

In response to Mr. Corrigan's inquiry, John Skrtic, Chief of Special Projects and Collections, confirmed that some of the oldest book trucks are more than 100 years old. We are asking for 52 so that we can decommission worn book trucks. We will, however, retain a couple of century old book trucks for the Library's archives.

Mr. Corrigan suggested a some of the old book trucks might be considered for auction items for their nostalgic value.

In closing, Mr. Corrigan thought it appropriate to thank CPL Book Cart Drill Team who participate in the annual St. Patrick's Day Parade.

Resolution Announcing Construction Manager at Risk for
Glenville Branch Renovation and Expansion Project
Determined to Be Best Value and Authorizing Agreement

Mr. Corrigan moved approval of the following resolution. Ms. Butts seconded the motion, which passed unanimously by roll call vote.

WHEREAS, On December 9, 2022 and December 23, 2022, the Library placed an ad in the Cleveland Plain Dealer requesting statements of qualifications for construction manager at risk services in connection with the renovation and expansion of the Glenville branch, the construction budget of which is estimated to be \$5,675,000. On January 11, 2023, statements of qualification were submitted to the Library from the

**RESOLUTION
ANNOUNCING
CONSTRUCTION
MANAGER AT
RISK FOR
GLENVILLE
BRANCH
RENOVATION
AND
EXPANSION
PROJECT
DETERMINED
TO BE BEST
VALUE AND
AUTHORIZING
AGREEMENT**
Approved

following construction manager firms: Cold Harbor Building Company, Ozanne Construction Company, Inc.,

R.L. Hill Management, Inc., and Regency Construction Services, Inc.; and

WHEREAS, The Cleveland Public Library established an evaluation committee and authorized the evaluation committee to evaluate the statements of qualifications and to select a short list of no fewer than three firms which it considered most qualified. The evaluation committee determined that all four firms met the Library's qualifications requirements and, therefore, shortlisted the four firms that submitted statements of qualification; and

WHEREAS, On January 25, 2023, the Library issued a Request for Pricing and Technical Proposal to the four short-listed firms, requiring that proposals be submitted to the Library by February 17, 2023; and

WHEREAS, Proposals were timely received, and on February 24, the evaluation committee interviewed all four short-listed firms. The evaluation committee then met on February 27, 2023 to evaluate and score the technical qualifications. Pricing proposals were evaluated separately and then combined with consideration given to the technical proposals to determine which firm presented the best value; and

WHEREAS, Based upon the ratings obtained from combining qualifications and pricing scores, the evaluation committee has ranked the short-listed firms in the following order, and included the total proposed price for each:

- | | |
|--|-------------|
| 1) R.L. Hill Management, Inc. | \$658,693 |
| 2) Regency Construction Services, Inc. | \$662,445 |
| 3) Cold Harbor Building Company | \$667,446 |
| 4) Ozanne Construction Company, Inc. | \$1,383,714 |

now therefore be it

RESOLVED, That the Board of Library Trustees hereby accepts the recommendation of the evaluation committee, and announces the selection of the construction manager firm of R.L. Hill Management, Inc. as the firm

presenting the pricing and technical proposal which represents the best value; and be it further

RESOLVED, That the Board authorizes the Executive Director, CEO or his designees to enter into negotiations with R.L. Hill Management, Inc. for a construction management at risk agreement and preconstruction phase work authorization agreement in accordance with the requirements of Ohio Revised Code Section 9.334. If the Library fails to negotiate a construction management contract with the R.L. Hill Management, then it shall proceed to negotiate a contract with the second highest ranked firm in accordance with Ohio Revised Code Section 9.334; be it further

RESOLVED, That upon completion of negotiations, the Executive Director is authorized to execute the agreement and preconstruction phase work authorization with R.L. Hill Management, Inc. for preconstruction services for the Glenville branch in an amount not to exceed \$65,691, which shall be paid from the Building and Repair fund account 40174805-55300-11748 (Construction/Improvements), which agreement is subject to approval of the Director of Legal Affairs.

In response to Mr. Corrigan's inquiry, John Lang, Chief Operations Officer, stated that R.L. Hill Management, Inc., is based in Solon and last worked for the Library as general contractor on the Digital Hub project several years ago. R.L. Hill Management, Inc. is a minority owned business and has met all of the Library's DEI requirements, and the selection committee found that they offered the best value proposal to the Library.

Resolution Amending Resolution to Accept Fulton/Verizon Community Innovation Lab

Mr. Corrigan moved approval of the following resolution. Mr. Parker seconded the motion, which passed unanimously by roll call vote.

WHEREAS, On October 20, 2022, the Board of Library Trustees adopted a resolution to accept the Community Innovation Learning Center ("Learning Center") constructed by JumpStart Inc. ("JumpStart") at the Library's Fulton branch; and

**RESOLUTION
AMENDING
RESOLUTION TO
ACCEPT
FULTON/VERIZON
COMMUNITY LAB**
Approved

WHEREAS, The resolution that this Board adopted on October 20, 2022 accepted from JumpStart the transfer of all rights, title, and incidents of absolute ownership of the construction improvements and furniture, fixtures, and equipment comprising the Learning Center; and

WHEREAS, Through subsequent discussions with JumpStart, the Library learned that JumpStart intended to retain ownership of the furniture, fixtures, and equipment contained in the Learning Center and to be responsible for the maintenance of the same until December 31, 2024 when JumpStart will no longer staff and operate the Learning Center, at which time full ownership of the furniture, fixtures, and equipment would transfer to the Library; now therefore be it

RESOLVED, That the resolution to accept the Fulton/Verizon Community Innovation Lab adopted by this Board on October 20, 2022 is hereby amended to provide that all rights, title, and incidents of absolute ownership of the furniture, fixtures, and equipment contained in the Learning Center shall be transferred and vested in the Library as of December 31, 2024; be it further

RESOLVED, That the Executive Director, CEO, or his designee is authorized to execute such instruments or agreements as are necessary to effectuate the terms of this Resolution, which instruments and agreements shall be subject to the approval of the Director of Legal Affairs.

Director Thomas introduced Leslie Barrett, Manager, Fulton Branch, to provide an update on the Verizon community Forward Clark-Fulton Learning Lab.

Ms. Barrett's gave a PowerPoint presentation that included but was not limited to the following:

Lab Happenings:

- **Invention Convention** -STEM activities
- **Girl Scouts STEM Sessions** -Neighborhood based troop leaders working on STEM badges
- **Future Ink Graphics Arts Takeover!** -Monthly Tech Arts Takeover Night lead by community artists
- **Maker Madness-** hosting Maker Competitions with Fulton Branch

- **Work Force Ready Family Pace Nights-** family workforce exploration focused on different Job Families each month.
- **Center Certifications-** certify people on the maker technology.
- **Family Bombazo Event-** Family event with MyCom, MetroWest, HPOA, Raquel Ortiz

Partnerships:

- CMSD
- Hispanic Police Officer Association
- SCORE Cleveland
- Cleveland Film Festival
- Mission from Israel-STEM Learning Tour
- Impacto
- OneSixOne Ventures
- Girl Scouts
- MetroWest

Attendance since opening in 10/2022

• STEM K-12	671
• Workforce Adult	13
• Workforce Youth	0
• Entrepreneurs	66
• Digital Literacy	55
• Other	285
• Total Attendance	1090 (approximately)

As she concluded, Ms. Barrett stated that the Verizon Community forward Clark-Fulton Learning Lab is growing and growing within the community and around Cleveland. From Cleveland READS programming to bilingual entrepreneurship classes, Innovation, STEAM/STEM programming and more.

Director Thomas and various trustees thanked Ms. Barrett for her update.

Resolution Authorizing Maintenance and Software Licensing Agreement for Building Automation System

Mr. Corrigan moved approval of the following resolution. Ms. Butts seconded the motion, which passed unanimously by roll call vote.

**RESOLUTION
AUTHORIZING
MAINTENANCE
AND SOFTWARE
LICENSING
AGREEMENT
FOR BUILDING
AUTOMATION
SYSTEM**
Approved

WHEREAS, On June 18, 2020 the Board of Trustees authorized the Library to enter into a service agreement with Siemens Industry, Inc. to provide maintenance and

repairs on both a scheduled and as-needed basis to the Library's building automation system; and

WHEREAS, The Cleveland Public Library entered an agreement for maintenance, repairs, and training with Siemens for a three year term, which ends on April 30, 2023, and an additional agreement to upgrade the outdated system software and to subscribe to the Desigo CC system, which agreement also ends on April 30, 2023; and

WHEREAS, The Property Management Department has determined that it would be beneficial to the Library to continue to engage Siemens to provide its services under one contract, which would include the maintenance, repairs, subscription and updates to Desigo CC system and training to Library staff on the Library's building automation system, on an as-needed and as-requested basis; and

WHEREAS, The Property Management Department is satisfied with Siemens' performance under the initial agreement and finds Siemens' fee to be fair and reasonable and recommends contracting with Siemens for the Library's building automation system services; and

WHEREAS, Siemens has proposed to provide the services for the Library's building automation system for a three year period beginning May 1, 2023 and ending on April 30, 2026 for a total cost of \$133,210 as follows:

Period Range	Annual Price
May 1, 2023-April 30, 2024	\$42,050
May 1, 2024-April 30, 2025	\$44,360
May 1, 2025-April 30, 2026	\$46,800

now therefore be it

RESOLVED, That the Board of Trustees of the Cleveland Public Library hereby authorizes the Executive Director, CEO, or his designee, to enter into a service agreement with Siemens Industry, Inc. for maintenance, repairs, subscription and updates to the Desigo CC system, and

training for the a three year period beginning May 1, 2023 and ending on April 30, 2026 in the amount of \$133,210, subject to approval of the Director of Legal

Affairs, with the expenditure being charged to 12100053-53340 (Building Maintenance).

Mr. Corrigan noted that just in terms of the electric bill, the Siemens program has saved the Library substantial costs.

In response to Mr. Corrigan's inquiry, John Lang, Chief Operations Officer, confirmed that Siemens has helped us with energy efficiency. From a property management perspective we have been able to set automatic setpoints so that buildings are not being over-heated or over-cooled during non-operational hours, and Library technicians can now troubleshoot remotely if a setting is off or get an alarm indicates a building is outside of setpoints.

Resolution Authorizing Amendment to Agreement with Professional Service Industries, Inc. d/b/a Intertek-PSI

Mr. Corrigan moved approval of the following resolution. Mr. Parker seconded the motion, which passed unanimously by roll call vote.

WHEREAS, On May 21, 2020, this Board authorized the Cleveland Public Library to enter into an Agreement with Professional Service Industries, Inc. in an amount not-to-exceed \$75,000 for surveying, environmental, geotechnical, and other ancillary engineering services in connection with the first phase of the Library's Facilities Master Plan; and

WHEREAS, During 2020 and 2021, this Board authorized four amendments to the agreement with Professional Service Industries, Inc. to increase the total contract to an amount not-to-exceed \$625,579; and

WHEREAS, Most recently, on February 15, 2022, this Board authorized an amendment to the agreement with Professional Service Industries, Inc. to increase the contract by \$13,370 for a total amount not-to-exceed \$638,949 in order to ensure that the building envelope for the new Walz branch is sustainable, LEED complaint, and meets all contract requirements; and

**RESOLUTION
AUTHORIZING
AMENDMENT
TO
AGREEMENT
WITH
PROFESSIONAL
SERVICE
INDUSTRIES,
INC. D/B/A
INTERSEK-PSI**
Approved

WHEREAS, The Library Administration has determined that additional enhanced commissioning services including design reviews, design assist, construction observation, and field testing will be needed from Professional Service Industries, Inc. to ensure the proper installation of the building envelope for the new Martin Luther King, Jr. Branch and to ensure LEED compliance on certain of the other Phase 1 projects in the Library's Facilities Master Plan; and

WHEREAS, The Library Administration recommends that this Board authorize the Library to enter into an amendment to the agreement with Professional Service Industries, Inc. for the above-described services for an additional fee not-to-exceed \$48,300, thus increasing the total contract cost to an amount not-to-exceed \$687,249; now therefore be it

RESOLVED, The Board of Trustees accepts the recommendation of the Library Administration and authorizes the Executive Director, CEO or his designee, to negotiate and execute an amendment to the agreement with Professional Services Industries, Inc., upon such terms and conditions as are approved by the Library's Director of Legal Affairs, increasing Professional Service Industries, Inc.'s compensation by \$48,300 for a total contract amount not-to-exceed \$687,249, which total expenditure shall be charged to the Construction Tax Exempt Fund 402 and/or the Construction Taxable Fund 403.

Mr. Corrigan asked John Lang, Chief Operations Officer, to give an overview of the services that PSI provides.

Mr. Lang stated that PSI provides a full portfolio of engineering and construction testing services and was selected for the entire Group I projects of the Facilities Master Plan. Their services include geotechnical engineering, property surveys, construction materials testing, hazardous materials sampling, environmental consulting and building commissioning.

Mr. Lang further explained that our LEED buildings are required to have enhanced commissioning, which is primarily a mechanical function. Building envelope commissioning is an additional service which is not strictly required for LEED accreditation, but which

provides additional quality assurance for the Library. We are at a point now on the MLK Project with the structure in place and we will soon begin a fairly complicated two-story installation of the curtainwall. It is advisable for the Library to have PSI perform building envelope commissioning.

Mr. Corrigan stated that this will save a lot on insurance with PSI providing third party assistance not only on the front end but also on the back end should something go wrong.

Resolution to Increase Contingency Fund for the
Installation of New Chiller at the Lakeshore Facility

Mr. Corrigan moved approval of the following resolution. Ms. Rodriguez seconded the motion, which passed unanimously by roll call vote.

WHEREAS, On March 15, 2022, the Board of Library Trustees authorized the Library to enter into an agreement with The John F. Gallagher Plumbing Co. for the installation of the new chiller at the Cleveland Public Library Lakeshore Facility for a total contract price of \$207,600 for the base bid and option bid portions and also authorized a contingency fund for the project in an amount not-to-exceed \$20,760, for a grand total of \$228,360; and

WHEREAS, The installation of the new chiller at the Lakeshore Facility will require an expanded scope of work to include the replacement of a chilled water pump and condenser pump motor and the installation of chilled water piping modifications and isolation and control valves that will increase the system's efficiency and will reduce maintenance and repair costs; and

WHEREAS, The proposed cost of this work is expected to exceed the contingency fund approved by the Board of Trustees in March 2022 and the Library Administration recommends this expanded scope of work and seeks authority for an increase of \$27,921 to the contingency fund; now therefore be it

RESOLVED, That the Board of Trustees authorizes the Executive Director, CEO, or his designee, to increase the contingency fund for this project by \$27,921 for a total amount not-to-exceed \$48,681, thus bringing the

**RESOLUTION
TO INCREASE
CONTINGENCY
FUND FOR THE
INSTALLATION
OF NEW
CHILLER AT
LAKESHORE
FACILITY**
Approved

total project to an amount not-to-exceed \$256,281.00, with the expenditure being charged to the Building and Repair Fund Account 40141105-55300 (Construction/Improvements). Library Administration shall have the authority to approve change orders from the contingency fund and shall report any change orders entered into at the next regular meeting of the Board of Trustees.

Ms. Rodriguez asked for an update on Cleveland Thermal.

John Lang, Chief Operations Officer, stated that Cleveland Thermal provides chilled water to the Library's downtown campus. Because we do not have chillers in our Main building, we have the chilled water made for us and coming into our downtown campus. Cleveland Thermal's service area does not extend beyond downtown, so all of the Library's branch buildings have their own cooling systems.

As he continued, Mr. Lang explained that this project is for Lake Shore Facility and reminded the Board that we successfully installed a new chiller last year and it is operational. This resolution will provide enhancements to the chilled water system including new valves and pumps, and will improve the efficiency of the air conditioning at Lake Shore.

Ms. Rodriguez thanked Mr. Lang for this information.

Resolution to Purchase Computer Hardware from MNJ Technologies Direct, Inc.

Mr. Corrigan moved approval of the following resolution. Ms. Rodriguez seconded the motion, which passed unanimously by roll call vote.

WHEREAS, Providing the public with equal access to a vast range of information and resources is one of the Library's guiding principles, and innovating for efficient and sustainable operations is a strategic priority; and

WHEREAS, For the public to have equal access to electronic information and resources, PC workstations must be replaced and upgraded in a timely manner in order to support the current operating system; and

**RESOLUTION TO
PURCHASE
COMPUTER
HARDWARE
FROM MNJ
TECHNOLOGIES
DIRECT, INC.**
Approved

WHEREAS, In order for the operations of the Library to perform efficiently using the current operating system and to avoid security issues and vulnerabilities, staff

workstations also have to be replaced and upgraded in a timely manner; and

WHEREAS, The IT/CLEVNET Department sought proposals from three vendors and received the following:

For 60 All-in-One Computers

MNJ Technologies	\$64,680.00
CDW-G	\$85,056.60
PC Connection	\$90,081.55

now therefore be it

RESOLVED, That the Board of Trustees authorizes the Executive Director, or his designee, to purchase (60) HP EliteOne 800 G6 All-in-One computers, at a cost of \$1,078 each for a total cost of \$64,680 from MNJ Technologies Direct, Inc., with the expenditure being charged to General Fund Account 13010055-55530 (Computer Hardware).

In response to Ms. Rodriguez' inquiry, John Malcolm, Chief Innovation and Technology Officer, confirmed that the Library will be donating the old computers to PCs for People. We are currently replacing Windows 7 computers that are dated and unsupported by Microsoft. These old computers will be replaced by Windows 11. After replacing the final 60 computers Windows 7, we plan to be on a regular refresh schedule as computers become old and outdated.

Mr. Corrigan commended Mr. Malcolm for his work to bring the Library's computer technology into the 21st century.

Resolution Authorizing Amendment to Agreement for Alarm Monitoring Services

Mr. Corrigan moved approval of the following resolution. Mr. Parker seconded the motion, which passed unanimously by roll call vote.

**RESOLUTION
AUTHORIZING
AMENDMENT
TO
AGREEMENT
FOR ALARM
MONITORING
SERVICES**
Approved

WHEREAS, On May 1, 2021, the Library entered into a three-year agreement with Guardian Alarm for alarm monitoring services for all Library locations at a total cost of \$32,806.08 for the three-year term, and this Board ratified the agreement with Guardian Alarm on May 20, 2021; and

WHEREAS, On September 13, 2022, the Board of Library Trustees authorized the Library to amend the agreement with Guardian Alarm for alarm monitoring services to increase Guardian Alarm's fee to an amount not-to-exceed \$43,000 to account for the additional installation and monitoring costs associated with adding wireless "communicators" to the fire panels at the branches in Phase 1 of the Library's Facilities Master Plan; and

WHEREAS, Guardian Alarm has advised the Library that it is necessary to add wireless communicators to the burglar alarm panels at each of the Phase 1 branches in order to allow Guardian to monitor the alarms at these branches as the panels are no longer connected to standard telephone lines; and

WHEREAS, The Library desires to amend the agreement with Guardian Alarm to include the installation and monitoring of wireless communicators on the burglar alarm panels at the Phase 1 branches of the Library's Facilities Master Plan and to increase Guardian Alarm's fee by an additional amount not-to-exceed \$7,000, thus increasing the total cost of the agreement to an amount not-to-exceed \$50,000; now therefore be it

RESOLVED, That the Board of Library Trustees hereby authorizes the Executive Director, CEO or his designee to execute an amendment to the agreement with Guardian Alarm to include the installation of burglar alarm panel communicators and the payment of the corresponding monthly fee for the branches in Phase 1 of the Facilities Master Plan and to increase the total cost of the contract to an amount not-to-exceed \$50,000, which amendment shall be subject to the approval of the Director of Legal Affairs.

Fiscal Officer's Report

(See pages 556-567)

Report on Investments

(See pages 568-601)

Report on Conference and Travel Expenditures

(See page 602)

Report on All Vendor Expenditures

(See pages 603-619)

Report on Expenditures Made from the Owner's Contingency Funds for Hough, Jefferson, West Park, Woodland, Central Distribution Facility, Lorain, Eastman, MLK Jr., Brooklyn and Rockport

(See pages 620-641)

Report on Expenditures Made from the Owner's Contingency Fund for the High Density Shelving Project

(See page 642)

HUMAN RESOURCES COMMITTEE REPORT

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

Regular Employee Report

(See page 643)

Ms. Butts moved approval of the Regular Employee Report. Mr. Corrigan seconded the motion, which passed unanimously by roll call vote.

Resolution to Amend Human Resources Manual

(See page 644)

Ms. Butts moved approval of the following resolution. Mr. Corrigan seconded the motion, which passed unanimously by roll call vote.

WHEREAS, Pursuant to Section 123.1 of the Human Resources Manual, the Board of Library Trustees must

REPORT ON INVESTMENTS
Submitted

REPORT ON CONFER. & TRAVEL EXPENDITURES
Submitted

REPORT ON ALL VENDOR EXPENDITURES
Submitted

REPORTS ON EXPENDITURES MADE FROM THE OWNER'S CONTINGENCY FUNDS FOR HOUGH, JEFFERSON, WEST PARK, WOODLAND, CENTRAL DISTRIBUTION FACILITY, LORAIN, EASTMAN, MLK, JR., BROOKLYN AND ROCKPORT
Submitted

REPORT ON EXPENDITURES MADE FROM THE OWNER'S CONTINGENCY FUND FOR THE HIGH DENSITY SHELVING PROJECT
Submitted

REGULAR EMPLOYMENT REPORT
Approved

RESOLUTION TO AMEND HUMAN RESOURCES MANUAL
Approved

approve all changes to the Human Resources Manual; and

WHEREAS, The Library's Human Resources Department is in the process of conducting a comprehensive review and

revision to the Human Resources Manual to reflect the prevailing practices in today's workplaces; and

WHEREAS, In September 2020, Section 395 of the Human Resources Manual, titled "Medical Leave of Absence," was revised to reflect the circumstances of the COVID-19 pandemic at that time and the potential effects on employee FMLA eligibility; and

WHEREAS, Due to the workplace's return to post-pandemic circumstances, the Library's Human Resources Department recommends that the Human Resources Manual be revised to remove language concerning intermittent leave due to COVID-19 in Section 395, in the form attached to this Resolution; now therefore be it

RESOLVED, That the Board of Library Trustees hereby approves the proposed revision to the Human Resources Manual as attached to this Resolution to amend the language in Section 395, effective as of March 17, 2023, and instructs the Library's management to be responsible for implementation and execution of the provisions of these policies and their related procedures.

After Lynn Sargi, Chief Talent Officer, explained this revision to the Human Resources Manual in greater detail, Mr. Corrigan requested that the record reflect that we are sensitive to Library employees because of the special circumstances characterized by the COVID epidemic by making sure they utilize the benefits that we provide.

Mr. Hairston expressed his support for this revision and suggested that perhaps additional discussion be held regarding accommodations for employees upon their return to work at the Library.

Resolution Authorizing Creation of New Page
Classification and Off-Step Salary Increase for
Substitutes

Ms. Butts moved approval of the following resolution. Mr. Corrigan seconded the motion, which passed unanimously by roll call vote.

**RESOLUTION
AUTHORIZING
CREATION OF
NEW PAGE
CLASSIFICATION
AND OFF-STEP
SALARY
INCREASE FOR
SUBSTITUTES**

Approved

WHEREAS, On August 29, 2019, the Board of Library Trustees adopted a resolution authorizing a new pay rate for substitutes, and on July 6, 2021, the Board of Library Trustees adopted a new pay structure for all other non-bargaining unit employees except for pages and substitutes; and

WHEREAS, On November 18, 2021, the Board of Library Trustees adopted a resolution authorizing a pay rate increase of \$13.00 per hour for all pages and also authorizing the Library Administration to implement an annual wage increase in the amount offered to other non-bargaining unit employees for all then-current pages employed as of the date of that Resolution; and

WHEREAS, The Human Resources Department has evaluated a new employment option for Library pages whereby the role would consist of both "Page 1" and "Page 2," with differences between the employee age eligibility, hourly rate, weekly hours, and work locations, as reflected herein:

	Page 1	Page 2
Age Range	14+ years of age	>18 years of age
Hourly Wage	\$13 per hour	\$15 per hour
Hours Per Week	12 - 17 hours per week	25 hours per week
Location	Dedicated branch or department	Could float amongst departments or branches

; and

WHEREAS, In order to remain competitive in today's labor market and to provide both an employment option for high school students and an improved employment proposition for adults, the Library Administration believes that adopting this two-tiered Page 1 and Page 2 structure will attract more adult candidates due to increased hour availability, retain Pages through their ability to be promoted to Page 2, and reduce turnover and the Library's costs associated with hiring and training new staff; and

WHEREAS, In order to remain competitive in today's labor market and to recognize their contribution to the Library, the Library Administration also desires to institute a new off-step pay rate increase of 3.5% for all substitutes hired before January 1, 2022 and who are in good standing with the Library; now therefore be it RESOLVED, That the Board of Trustees of the Cleveland Public Library hereby approves and authorizes the Executive Director, CEO, the Chief Financial Officer, and the Chief Talent Officer to implement the new Page 1 and Page 2 classifications and their proposed associated hourly rates, with the implementation and timing of this new Page 1 and Page 2 structure entrusted to the Chief Talent Officer and the Library's Human Resources Department; and be it further

RESOLVED, That the Executive Director, CEO, the Chief Financial Officer, and the Chief Talent Officer are authorized to implement a 3.5% off-step pay rate increase for all Library substitutes hired before January 1, 2022 and who are in good standing with the Library as of the date of this Resolution, which increase for qualifying substitutes shall be effective beginning on the first pay period after this Resolution.

After Mr. Hairston expressed his support for this resolution, he asked Lynn Sargi, Chief Talent Officer, for an update on vacancies for pages and substitutes. Mr. Hairston added that after a discussion with the Director and Human Resources, we acknowledge that there are vacancies and we continue to fill them as quickly as possible.

Ms. Sargi explained that as a result of the Board approving this new two-tiered system, approximately one dozen existing pages will be promoted into the Page 2 classification. Because of this, we will be increasing the capacity of those pages so that they can go from 12 to 25 hours per week. This way, we will increase page capacity without an increase in head count. When those pages move to Page 2, we will have approximately 20 Page 2 vacancies. There are approximately 30 Page 1 vacancies.

As she continued, Ms. Sargi stated that we have been working with branches and Main Public Services staff to determine how many Page 1 and Page 2 will be needed for their respective staff compliments. Regarding

recruitment, we take direction from Public Services to identify their highest priority requirements.

In conclusion, Ms. Sargi stated that we are preparing to launch a large recruitment effort during the last week of the month where the focus will be on hiring full and part time positions. However, page recruitment will not be our focus until summer.

In response to Ms. Rodriguez inquiry, Ms. Sargi confirmed that although pages who are eligible to be promoted to Page 2, accepting or declining the promotion will be optional. All existing pages were offered the opportunity to be promoted to Page 2. Approximately 12 chose to accept the promotion and approximately 20 chose to remain at Page 1.

Ms. Rodriguez requested the record to reflect that pages had the option to either accept the promotion to Page 2 or remain at Page 1.

Ms. Butts asked for a status update on other vacancies.

Ms. Sargi reported that there are approximately 40 vacancies under Public Services. Soon we will post 40 part-time Public Services Generalists. Within the other departments, there are approximately 50 vacancies as well.

Ms. Sargi stated that we have more part-time Public Services Generalists in the branches now. Because they are part-time, this increases the number of people. Scheduling flexibility is one of the advantages of hiring part-time employees.

Ms. Sargi noted that we have added seven SPS officers into the 2023 budget. Those are adding additional capacity but we are counting those as vacancies.

In response to Ms. Butts' inquiry, Director Thomas stated that in 2019, Library staffing was just above 700. Currently, we are around 550. We are significantly lower in staffing than we would like to be. However, what we have been doing internally has been opening many positions that current employees have moved in to leaving their jobs open. This, in turn, creates a vacancy. Over the last year, we have filled

over 150 positions and many of those positions were filled by current employees.

As he concluded, Director Thomas stated that discussions have been held with union representatives who would like us to move quicker. We would like them to assist us in this effort.

Mr. Hairston stated that we also discussed what our recruitment efforts should look like and the need to change some of the process. In addition, we should also pay attention to our diversity efforts in the recruitment process. Mr. Hairston stated that we should build collaborations and partnerships in getting positions filled rather than solely relying on our own process in isolation.

Mr. Hairston mentioned that Cleveland READS is a good opportunity to bring people in who are interested.

Ms. Sargi stated we currently have students from Saint Martin de Porres High School and Youth Opportunities Unlimited who work at the Library but are not employees of the Library. If there is a mutual positive experience, these students can apply for positions at CPL.

Mr. Hairston requested to remain updated on this.

Retirement Recognition Citation

Ms. Butts moved approval of the Retirement Citation Recognition. Mr. Corrigan seconded the motion, which passed unanimously by roll call vote.

A Citation has been issued for the following staff members on the occasion of their retirement:

Lloyd Ali (26 years of service); Custodian
East 131st Street Branch; retired 2/28/2023

Tracy Parsons (28 years of service); Custodian;
Lakeshore Facility; retired 2/28/2023

Be it resolved that the citation for the above staff members be presented by the Board of Trustees in appreciation of their faithful and dedicated service

**REIREMENT
RECOGNITION
CITATION**
Approved

given to the Library by them be recorded in the minutes of this meeting, and

Be it further resolved that the citation be sent to them forthwith if they are not present at this meeting of the Board of Trustees.

Resolution Authorizing Stipend for IT/CLEVNET Staff

**RESOLUTION
AUTHORIZING
STIPEND FOR
IT/CLEVNET STAFF**
Approved

Ms. Butts moved approval of the Retirement Citation Recognition. Mr. Corrigan seconded the motion, which passed unanimously by roll call vote.

WHEREAS, With the upcoming retirement on March 31, 2023 of Larry Finnegan, Director of IT for CLEVNET, the CLEVNET Executive Panel has requested that the Library pay stipends to those IT/CLEVNET staff who will assume portions of the duties of the Director of IT for CLEVNET until the position or the duties can be filled; and

WHEREAS, The CLEVNET Executive Panel has identified three positions that will be affected by the addition of duties and responsibilities in the absence of the Director of IT for CLEVNET: 1) Computer Networking Manager; 2) Lead Solutions Architect; and 3) Systems Manager; and

WHEREAS, The CLEVNET Executive Panel Recommends that the IT/CLEVNET staff in the above-listed positions be paid stipends on a bi-weekly basis in an amount equal to five percent (5%) of their bi-weekly gross pay, which amount shall be subject to any salary increases available to staff in the named positions, beginning on March 27, 2023 and continuing until such time as either the Director of IT for CLEVNET position is filled or another arrangement is made regarding the allocation of the duties of the Director of IT for CLEVNET; now therefore be it

RESOLVED, That the Board of Trustees of the Cleveland Public Library hereby approves the payment of bi-weekly stipends described in this Resolution and authorizes the Executive Director, CEO, the Chief Talent Officer, and the Chief Financial Officer to implement such stipends beginning on March 27, 2023.

Mr. Rodriguez thanked Ms. Butts for her report.

COMMUNITY SERVICES REPORT

Mr. Parker submitted the following report.

**MONTHLY
ACTIVITY
REPORT**

Submitted

Monthly Activity Report

(See pages 645-651)

Mr. Parker presented the Monthly Activity Report and referred the Board to the report for additional information.

Director Thomas stated that at the next Regular Board Meeting, Nancy Mocsiran, Knowledge Manager, will be available to provide additional information on monthly Library statistics.

After referencing the analysis attached to monthly reports that supports the statistics and visuals, Ms. Mocsiran stated that she looks forward to providing more context with the Board at upcoming meetings.

**BUILDING
STATUS
UPDATE**

Presented

Building Status Update

John Lang, Chief Operating Officer, extended thanks to Monore Goins, Director of Safety, for the security and response plan for the St. Patrick's Day Parade. The Eastman Reading Garden will be open to the public and the custodial team will be available throughout the day.

Mr. Parker thanked Mr. Lang for his update.

**ADVOCACY
TASKFORCE
UPDATE**

Presented

Advocacy Taskforce Update

Dr. Shenise Johnson Thomas, Chief of External Relations & Development, stated that we are watching HB 1. Carrie Krenicky, Chief Financial Officer, has quantified the budget implications. We will be submitting written testimony on behalf of the Library's Chief Executive Officer.

Ms. Butts emphasized the importance of every member of City Council and every citizen should be writing their legislators regarding this issue.

Dr. Johnson Thomas stated that per OLC, we feel confident that the bill will not be in its current form. OLC has solid relationships with the General Assembly, and we are doing our part with our local delegations.

Foundation Update

Mr. Parker thanked Dr. Shenise Johnson Thomas, Chief of External Relations & Development, for the Cleveland Public Library Foundation & Fundraising Bi-Annual Update that was previously presented.

Diversity, Equity & Inclusion Update

Director Thomas introduced Ashley Boyd who was recently hired as the Library's new Director of Diversity, Equity and Inclusion.

Ms. Boyd shared additional information about her background and thanked Director Thomas and the Board for the opportunity to serve the Library in her new capacity.

Various Trustees welcomed Ms. Boyd to the Library.

Ms. Rodriguez thanked Mr. Parker for his report.

OLD BUSINESS

There were no items of Old Business to be discussed.

NEW BUSINESS

Ms. Rodriguez introduced the following items of New Business.

Resolution to Amend and Update the Regulations of the Board of Library Trustees

(See pages 652-654)

Ms. Rodriguez moved approval of the following resolution. Mr. Corrigan seconded the motion, which passed unanimously by roll call vote.

**FOUNDATION
UPDATE**
Presented

**DIVERSITY,
EQUITY &
INCLUSION
UPDATE**
Presented

**RESOLUTION TO
AMEND AND
UPDATE THE
REGULAATIONS
OF THE BOARD
OF LIBRARY
TRUSTEES**
Approved

WHEREAS, The Board of Library Trustees of the Cleveland Public Library has adopted Regulations governing the procedures of the Board of Trustees, which were revised on November 19, 1947, September 19, 1962, October 26, 1966, February 19, 1970, December 16, 1971, January 20, 1972, September 21, 1972, November 15, 1973, December 19, 1974, December 18, 1980, March 13, 2012, September 18, 2014, and November 19, 2015; and

WHEREAS, The Board of Library Trustees has determined that it is necessary to amend and update various sections of its Regulations in order to clarify certain of the Board's duties and procedures as shown in Exhibit A to this Resolution; now therefore be it

RESOLVED, That the Cleveland Public Library Board of Trustees hereby amends and updates the Regulations in a manner set forth in the exhibits attached to this Resolution and incorporated herein by reference.

PRESIDENT' S REPORT

Ms. Rodriguez deferred her President's Report for the Public Comment.

PUBLIC COMMENT

Ms. Rodriguez acknowledged a public comment from Julie Gabb who expressed concern about Public Comments being placed towards the end rather than the beginning of the board meeting and its inconvenience to those wishing to make a comment to the Board of Trustees. Ms. Gabb also expressed concern about the absence of the Employee Demographics Report that includes information about race and gender by position.

Lynn Sargi, Chief Talent Officer, stated that we agreed that all Human Resources Committee reports such as the Employee Demographics Report will be submitted on a quarterly basis. In April 2023, those reports will be available and reflect information for the 1st Quarter of 2023.

Ms. Sargi added that about 1 ½ years ago, MUNIS, the system that contains information on employee demographics, changed its report so that we could no longer extract information on race, gender, and

**PUBLIC
COMMENT**
Acknowledged

classifications previously referenced. In next month's report, we will be manually extracting that information similar to what has been requested.

Mr. Hairston emphasized that the Human Resources Committee made the decision to submit those reports quarterly.

In response to Director Thomas' inquiry regarding where public comments are placed on the agenda, Mr. Corrigan stated that on occasion, we have made exceptions concerning special issues, topics and scheduling causing public comments to be placed near the top of the agenda.

Mr. Corrigan stated that while we do want public input, the purpose of the board meeting is for the Board to complete its agenda and that the President of the Board should continue to exercise her discretion relative to the placement of the public comment as she has done.

DIRECTOR'S REPORT

Before presenting his report, Director Thomas acknowledged the upcoming retirement of Larry Finnegan who served as CLEVNET Director of IT.

John Skrtic, Chief of Special Projects and Collections, further shared that Mr. Finnegan's intent to retire is on March 31, 2023. Many in the consortium have come to consider Larry and CLEVNET as synonymous.

Mr. Skrtic stated that Mr. Finnegan has been with CLEVNET for 35 years and has been instrumental in its growth. He has overseen the migration of 33 library systems into the consortium, the equivalent of one library system per year since 1990. During Mr. Finnegan's tenure, the services provided to CLEVNET member libraries also dramatically expanded, ranging from VoIP telephone service to Office365, resulting in significant cost savings.

Mr. Finnegan has been an indefatigable advocate for CLEVNET member libraries and his personal commitment to CLEVNET cannot be overstated.

**DIRECTOR'S
REPORT**
Presented

As he concluded, Mr. Skrtic stated that we wish to extend our heartfelt appreciation for his decades of service. It is difficult to imagine CLEVNET without Larry.

Director Thomas and various Trustees saluted Mr. Finnegan and expressed their gratitude for his years of service at Cleveland Public Library at CLEVNET.

Strategic Plan

Our Mission:

We are "The People's University," the center of learning for a diverse and inclusive community.

Our Strategic Priorities:

1. Form communities of learning
2. Fight community deficits
3. Ready for the future: CPL 150
4. Cultivate a global perspective
5. Innovate for efficient and sustainable operations

PUBLIC SERVICES

MAIN LIBRARY MONTHLY REPORT

PROGRAMS, SERVICES, AND EXHIBITS

Music at Main

The Fine Arts Department hosted The Theron Brown Group for Music at Main on February 4th. The group performed in honor of Black History Month and drew 80 attendees!

Get Graphic! Graphic Novel Discussion

Sr. Literature Department Librarian Nick Durda hosted a discussion of *Tiananmen 1989: Our Shattered Hopes* by Lun Zhang and Adrien Gombeaud at the Get Graphic! Graphic Novel Book Club on February 2nd.

Genealogy Programs and Services

The Center for Local & Global History hosted 16 patrons for the Genealogy Clinic held on February 11th. In addition, Map Collection Librarian Lisa Sanchez welcomed 15 seniors from the Kirkland Senior Center on a tour of the Library. The tour also went to the Photograph Collection where Public Services Associate Aimee

LePelley and Librarian Mark Tidrick displayed postcards of Euclid Beach and participants used the stereoscope to view items.

Youth Services Programs

The Youth Services Department had a busy and productive month in February. The staff members were involved in various tours, programs, activities, displays, outreach activities, staff training, and committee involvement. In addition, the staff created attractive displays in the library, including a "Be Creative" display, a "Warm Vacation" theme display, and a Black History Month display.

In addition to tours, the Youth Services staff hosted educational and engaging experiences to students and patrons in the community. They provided Story Times at St. Augustine, coordinated programs and activities such as painting, snowman building, mindfulness, and a Dungeons and Dragons program. They also welcomed students from Global Ambassadors Language Academy and Urban Community School to the library for Story Times and book tastings.

Patron Services

Lending Department staff continued to distribute a limited supply of free BiNaxNow at-home COVID tests to patrons via the Drive-Up Window in addition to continuing to serve as Passport Acceptance Agents. Staff review and process new Passport applications, including providing Passport photograph services.

Main Library Public Service staff continue to respond and resolve patron inquiries via the online chat system, LibChat.

Business Economic and Labor Librarian Susan Mullee coordinated the ordering and distribution of Federal and State of Ohio Tax forms as well as Federal Instruction Booklets for CPL departments and all branches.

Main Library Tours, Class Visits, Photograph Sessions

Tour Groups	# of Groups	# of Participants
General Tour Groups	4	46
Youth Services Tour Groups	3	

Scheduled Tour Groups:

Kirkland Senior Center
Marion C. Seltzer Elementary

Boy Scouts of America
Barberton Middle School

Unscheduled Tours:

2 Patrons - Detroit, Michigan.
2 Patrons - Rocky River.
2 Patrons from Indianapolis, Indiana posted very positive comments to Trip Advisor about Cleveland Public Library. The comments started with... "Ask For a tour from Mr. Spencer."

Photo Shoot Groups	# of Participants	Donations Accepted
10	68	\$370.00

International Languages Department Programming

During the month of February, International Languages Department staff hosted four Chinese language instruction and Tai Chi classes which attracted 13 patrons.

Books by Mail Programs

Words on Wheels: Shelf department sent nine packages including 15 items to Cleveland Public Library patrons through the Words on Wheels program as of February 15th, 2023. Five patrons have used this service as of January 18th, 2023.

Homebound: In January 2023, Homebound Services sent 121 packages to 105 patrons.

OUTREACH

Page Count, The Ohio Center for the Book (OCFB) podcast hosted by OCFB Fellow Laura Maylene Walter, posted an episode featuring Fine Arts and OCFB Manager Don Boozer and Wyoming Center for the Book Coordinator Lucas Fralick in conversation with Ms. Walter about Zane Grey, specifically on his book *Wyoming*. In addition, an episode featuring poet Teri Ellen Cross Davis was posted on Valentine's Day.

Literature and Ohio Center for the Book Manager Don Boozer recorded a *Book Drops* episode with Youth Services Manager Annisha Jeffries in a conversation on the recent announcement of the Youth Media Awards including the Caldecott, Newbery, Coretta Scott King, and others on February 16th.

General Research Collections Manager Sarah Dobransky was a guest lecturer for Professor Ianiro's IPVC class at Case Western Reserve University. Ms. Dobransky led the session on advanced patent searching. Six students were in attendance for the hands-on lecture and training.

Center for Local & Global History Librarian Mark Tidrick and Manager Olivia Hoge attended St. Martin de Porres High School luncheon even with student worker La'Miya Jones.

Special Collections staff made a classroom visit to Lincoln West High School on February 3rd. Staff presented a Frederick Douglass Narrative to art & photography students. In addition, the Fine Arts and Special Collections department hosted the John Marshall Chess Team on February 3rd.

International Languages staff responded to two agency Long Loan requests and selected, boxed and shipped a total of 510 items to: RR-MAIN (305) & STMF (205). In addition, Sr. Librarian Caroline Han hosted the Andrew Osborne Academy school visit. A total of nine guests were shown highlights of the Chinese language learning collection.

COLLECTION MANAGEMENT

Business, Economics, and Labor Department staff have processed 66 titles, of which 26 title-level holds were cancelled, and new copy-level holds added for items with copies elsewhere in CLEVNET. All patrons were contacted via phone or email.

Social Sciences staff processed **1,538** individual stack hold suspensions and contacted each patron either via email or phone. For roughly 150 items, they had to manually remove the title-level hold and add in a copy-level hold for the same item in another location.

The staff in Social Science as well as Science and Technology, Business, Economics and Labor, and The Center for Local and Global History have put in many hours of work processing materials in advance of the High Density Shelving project.

Business, Economics, and Labor Librarian Susan Mullee created a Port of Cleveland ephemera collection with the assistance of Technical Services Librarian Barbara Satow in the Catalog Department.

In January 2023, Literature staff weeded 394 items from the collection and added 395 new items.

Shelf Department pages have been shelving and shifting in Youth Services, Fine Arts, Science, and Social Sciences stack collection. Assistant Manager Bianca Jackson led a team of pages for a shifting project in Special Collections.

International Languages staff withdrew 138 items from the collection, sent 15 items to Preservation and 11 items to Book Prep. In total, 123 items were moved to the stack collection and 159 new items were received into the department from Technical Services.

International Languages Public Services Associate Lisa Held completed the Irish collection bibliographic review of 30 linear feet of materials. In addition, she continued an Arabic bibliographic review with 18 linear feet completed.

Center for Local & Global History Public Service Associate Aimee LePelley digitized 52 images in the Walter Sheppe Collection. Photographs Librarian Brian Meggitt reorganized and shifted the materials in the East Tower of the Photograph Collection. Public Service Associate Kristin Galewood began processing and organizing items in the Portrait and Biography Collection. Sr. Maps Librarian Lisa Sanchez continued to inventory items and accepted a donation of correction atlases from Jeff Waddell, former CEO of the Commercial Survey Co. Library Assistant Subject Department Adam Jaenke digitized 136 items from the Cleveland Picture Collection.

MAIN LIBRARY RESEARCH HIGHLIGHTS

- Center for Local & Global History Librarian Mark Tidrick was thanked in a *Cleveland Metropolitan Bar Association Journal* article for his help in researching Sherlock Anderson who was president of the Cleveland Bar Association in the 1860s.
- Center for Local & Global History Photographs Librarian Brian Meggitt assisted a researcher with locating a photograph of Sunrise Brewing Co. (earlier the Jacob Mall brewery and Gund Brewing Co.). The image will be used for the Cleveland Historical website.
- Center for Local & Global History Maps Sr. Librarian Lisa Sanchez pulled multiple items showing Forest Hill Park for researchers investigating the property divisions between the city of Cleveland and East Cleveland.
- Center for Local & Global History Librarian Terry Metter used the Plain Dealer microfilm to assist a local baseball historian who is researching Ray Chapman. In addition, Mr. Metter used Plain Dealer microfilm to assist an attorney from the Ohio Department of Transportation.
- A law librarian at the University of Akron contacted Center for Local & Global History Librarian Terry Metter for assistance with finding articles about Florence E. Allen, a groundbreaking women's suffragist, attorney, and judge.
- A patron contacted the Center for Local & Global History for help with finding an article they had written for the Plain Dealer. They were unable to recall the title or the date of publication, but Center for Local & Global History Librarian Terry Metter used both the Plain Dealer (1991-present) database and Plain Dealer microfilm to locate the article for the patron.

- Social Sciences Senior Librarian Mark Moore, Library Assistant Pete Elwell and General Research Manager Sarah Dobransky, along with staff in the Center for Local and Global History, and Popular departments assisted an author from with his research materials for his current project.
- The Science and Technology Department assisted with a request for *The Cleveland Worsted Mills Company: Manufacturers of Quality Worsteds for Men's and Women's Wear, also Standard Uniform Cloths and Worsted Yarns for Weaving and Knitting*, published by Cleveland Worsted Mills Co., Cleveland, Ohio, 1922. Cleveland Public Library is the **only library** with this title.
- Two Fine Arts and Special Collections staff were thanked for their assistance on a scholarly research project: Richard Forster, "Buenos Aires 1939: The putsch that did not happen," on pages 40-42 of the February 2023 *CHESS*. ...Raymond Rozman and William Chase from the Cleveland Public Library, who generously provided various materials for this article.

STAFF DEVELOPMENT

Shelf Assistant Manager, Cynthia Coccaro started a Gale course titled "Intermediate Excel". She also participated in mini workshops offered by Cleveland State University titled "Links and References" and "Website Aesthetics."

International Languages Public Services Associate Lisa Held attended NEO-RLS webinar titled *Intersectionality 101* on February 2nd.

Social Sciences Librarian Forrest Kilb attended the Web Junction webinar *Native Stories, Native Peoples: Opportunities for Library Engagement*.

Social Sciences Librarian Mark Moore listened to the *Outside the Loop* podcast #849 on "150 Years of the Chicago Public Library, The Secret History of Johnnie Mae Dunson."

Business, Economics, and Labor Librarians Zachary Hay and Susan Mullee attended the Federal Depository Library Program (FDLP) webinar, *The Occupational Outlook Handbook: Information on Hundreds of Occupations in the United States*. Ms. Mullee also attended the Ryan Dowd online training session *Home-less De-escalation 301, Preventing Conflict*.

Science and Technology Librarian Jorge Arganza attended the NEO-RLS webinar *Customer Service Academy - Becoming Good Library Ambassadors*.

Science and Technology Public Services Associate Tarra McSears attended the Niche Academy webinar *Level up Your Book Displays*.

Government Documents Library Assistant Alea Lytle viewed the FDLP webinars *Library of Congress Manuscript Collections: Orientation and Research Strategies* and *The James Webb Space Telescope (JWST): A new window to the infrared Universe*.

OTHER

The Youth Services staff members continued their professional development by attending workshops and serving on various committees. Youth Services Manager Annisha Jeffries is serving on the Jane Adams Book Selection Committee, Librarian Cassandra Feliciano on the Harvest for Hunger Committee, Librarian Maria Lopez as Co-Chair of the Latinos Juntos ERG, Sr. Librarian Lan Gao as Co-Chair of the Cultural Diversity ERG, Chair of the IFLA Library Services to Multicultural Populations Standing Committee and serving on the Employee Engagement Committee, Librarian Eric Hanshaw on the United Way committee, and Public Services Associate Emily Bolin is serving on the Dublin Awards Committee.

In collaboration with the City of Cleveland and Youth Opportunities Unlimited, the Shelf Department welcomed students Ezekiel Shaw and Edwin Moreno on February 13th. The students will be trained as Pages and will also help with the Cleveland READS campaign.

Main Library staff members Sr. Director of Public Services Robin Wood, Lending and Circulation Manager Steven Wohl, and Shelf Manager Demba Diawara continued serving on the Automated Materials Handling Planning

team. The AMH team was created to help prepare CPL for a transition to using a new Automated Material sorter in 2023.

Lending and Circulation Manager Stephen Wohl continued serving as the co-chair of the CPL Labor-Management Committee and

Lending Supervisor Reginald Rudolph continued to serve on the Public Service Training Steering Committee and assisting in the facilitation of De-Escalation Training to all CPL staff. In addition, they both serve on the Bookends training team.

Sr. Director of Public Services Robin Wood presented information about Public Services at the CPL Foundation New Board Members meeting on February 17th.

CLEVELAND DIGITAL PUBLIC LIBRARY

Summary

ClevDPL scanned, described, and uploaded; repaired books and flat paper; did ILL; and served patrons.

Programs & Exhibits

Staff participated in professional groups and Main Library meetings, and completed winter programs. The in-person chess programing has had minimal attendance (1-3 per session, for a total of 6 attendees), and the hybrid book history program has had minimal attendance (1 for the first session and two for the second, with the third upcoming). Staff held a session of mini-book making with two attendees.

Public Service Statistics

ClevDPL had 93 in-person visitors during February. Staff had nine two-hour scanning appointments. From February 1st to February 28th, Google Analytics (GA) reports 8,456 sessions for 5939 users and 131, 355 page-views. Search engines delivered 62% of the sessions. Searching in CONTENTdm accounted for 18% of the sessions. Referrals were 6% of accesses. 3% of sessions came through social media. 52.5% of users accessed our site using desktop computers, and 47.5% accessed CONTENTdm through mobile devices (4% tablets and 43.5% mobile).

Outreach

Community partners' work in February continued. CDPL collaborated with Playhouse Square staff for a volunteer

in-house donation/scanning project. Staff worked with Shaker Heights Area Development Corporation to scan their community newsletter *Connection*. The Cleveland Orchestra scrapbook scanning project continues, and ClevDPL had numerous local artists scan their works. Staff shared high resolution public domain images from Digital Gallery/Duraspace with Litchfield Historical Society for an exhibit.

Collection Development

As of February 31st, 1440 images were scanned, 2477 were post-processed and QA'd, and 2175 images were uploaded, many of which were included in multi-image pdfs. The web archives continue to document 44 unique Cleveland and NE Ohio organizations. Scanning highlights include continuing scanning local newspapers, uploading urban planning documents, and scanning sheet music.

ILL

Statistics from OCLC are one month behind and cover January. CDPL had 79 requests from CPL users for materials from other libraries. Response time by other libraries, likely due to both the holidays and the pandemic, averaged an 11 day 22 hour turnaround on our patron's requests for books and materials. Partner libraries made 844 requests through OCLC to borrow from CPL and made 15 requests through ALA forms. CPL staff managed a response time for books of 4 days and 5 hours. The department had ILL requests from incarcerated persons and general researchers using ALA forms.

Staff Development

Five candidates were interviewed for the two new PSA positions that were posted for ClevDPL. Candidates were ranked and two recommendations have been forwarded to HR. Staff have continued training on the new off-system ILL data entry process. Staff are now using the new Google Analytics platform.

Preservation

As of February 28th, preservation received 48 items and returned 290 items. Two phase boxes and 8 labels were prepared, staff did 29 complex and 17 simple repairs on codex books. CDPL continued working on an inventory of artwork in the library system, focusing on branches in phase 1b of the master plan. Staff initiated planning reinstall of murals at Lorain and Eastman. Staff enhanced navigation for a private art collection in

CONTENTdm. Staff met with and added new Artistic Director to MS Team for art inventory. Staff established a team site for Winterthur project and completed the survey of CPL books from a [list prepared by Winterthur Museum](#).

Planning Activities

Staff continue to plan for art moves and storage of art, and are delivering programming this winter. The department is planning for new staff.

OHIO LIBRARY FOR THE BLIND AND PRINT DISABLED

Activities

For February 2023, OLBDP circulated 66,935 books and magazines directly to patrons. OLBDP registered 105 new readers to the service. BARD statistics were not ready in time to submit when this report was due.

OLBDP continued its activities to remove the digital talking book collection following migration from single-copy audio cartridges to bundled books on cartridge duplicated on-demand. To date, OLBDP staff have prepared and returned 45,000 single copy audio book cartridges to NLS, leaving 227,000 to return. Preparation for return included inspecting for damage, removing all labels from cartridges and shipping containers, packaging, and labeling and sealing boxes to USPS specifications.

It has been one year since OLBDP completed migrating all patrons receiving audio books to duplication-on-demand (DoD). Spikes in circulation were expected during the migration as new readers were switched over to DoD. During its peak transition months, OLBDP circulated 105,000 audio books in February 2022 and 88,000 in March 2022. However, OLBDP continued to average more than 60,000 audio books sent per month in DoD's first year. Bundling books on cartridge allowed OLBDP to send up to 24 titles per cartridge. By default, readers were set up to receive 8 titles per cartridge during the transition to DoD. Yet, once patrons learned they could receive up to 24 titles per cartridge, many of them requested more than 8 up to 24 books per cartridge to help with mail delivery delays or to simply satisfy their reading needs. Bundling up to 24 books on one cartridge also alleviated patrons having to keep track of and manage multiple single copy cartridges. OLBDP continued to send single title cartridges to those requesting them.

Nevertheless, the majority of patrons continued with bundled cartridges.

The OLBPD adult book club met remotely on February 9th to discuss *Whistling Past the Graveyard* by Susan Crandall. On February 16th, the OLBPD school chat students met remotely for a Story Time reading of *The Cat Who Liked Potato Soup* by Terry Farish.

PUBLIC ADMINISTRATION LIBRARY

Programs/Exhibits

PAL celebrated Black History Month with a City Hall lobby display featuring books from PAL and Main Library departments. Popular shared titles for our rotating display of new items.

Collections

The Business department shared the document *Hyatt Hotel and the Mall* dated 3/11/1980 which has been sent to Catalog.

Staff transferred 14 titles and withdrawn 2 titles, and has started to transfer the title *Ohio Monthly Record* (89 volumes) to Lakeshore attention Sandy.

PAL has used the empty bookshelf that once held the *Ohio Monthly Record* to create a collection concerning Cleveland Mayor information. The note in the circulation/staff record reads *Cleveland Mayors for items located on bookshelf.*

The title *Bloomberg Businessweek* has been cancelled. The holdings for *Firehouse*, *Police Chief* and *Police: the Law Enforcement Magazine* have been changed from 5 years to 3 years and the holding for *Metro* has been changed from 5 years to current year. Catalog has added electronic access links to the above titles. Electronic access links have also been added to *Government Finance Review*, *Growth and Change* and *Parks and Recreation*.

The titles below were emailed to the Digital Library as possible additions to the Digital Gallery.

- *Neighborhood Commercial Design Guidelines / Prepared by Department of Community Development 0009132320301*

- *Strong, Smart, Safe: Report to Our Citizens*
0009945554849
- *The Story of the City Manager Plan: The Most Democratic and Efficient Form of Municipal Government* 0009947695087

Thanks to the Digital Library, the link below shows scanned Cleveland Landmarks binders up to 2014. Years 2013 and 2015 going forward are being prepared for scanning by Cleveland Landmarks.

- o [https://cplorg.contentdm.oclc.org/digital/collection/pl6014coll6/search/searchterm/Cleveland%20Landmarks%20Commission%20\(Cleveland%2C%20Ohio\)/field/subject/mode/exact/conn/and](https://cplorg.contentdm.oclc.org/digital/collection/pl6014coll6/search/searchterm/Cleveland%20Landmarks%20Commission%20(Cleveland%2C%20Ohio)/field/subject/mode/exact/conn/and)

The titles below were sent to the Digital Library for scanning.

- *Federal Work Relief Projects for the City of Cleveland: Inventory* 0009120649000;
- *A Report to the City Plan Commission of the City of Cleveland, Ohio.*
- *The Progress and Proposed Work to be Done by the Civil Works Administration, Project W-34, March 15, 1934,* 0009120631123
- *Work Accomplished on City Projects Under C.W.A. and F.W.R.: To December 31, 1934,* 0009120648986

Reference Questions Unique to PAL

- Staff assisted patron with information concerning the increase of police staff over the years and census numbers. Social Science has assisted by placing a request for *A Report of the Activities of the Department of Public Safety During the Years 1924, 1925, 1926 and 1927.* 352.2 C59, 0009109577693
- PAL conducted extensive research into Cleveland Zoning Maps from 1963-2009 along with tracing back the origins of the One/Two/Multi-Family District codified ordinances to their first enactments and

showing the changes to present dates for a local law firm.

- PAL assisted patrons with ordinances concerning disconnection of power and spreading of ashes.
- Staff assisted a patron in learning how to use CPL's digital magazine resources.
- PAL assisted patrons seeking information about the historical layout of City Hall and original use of Room 100, the current site of PAL.
- Staff assisted a patron researching historical organizational assessment of City of Cleveland departments.
- Staff located Ordinances from 1914, 1925, 1935 and 1989 to fill a patron request.
- Provided a patron with scanned copies of Cleveland Law Newsletters from 2002-2005.

Outreach

On February 8th, the Lunchtime Knitting Circle had a meeting. PAL received four lovely baby blankets and 1 hat for donations. Members shared learned knitting stitches.

Maintenance

Work has been started on repairing the ceiling in the hallway where a leak occurred.

PAL is waiting for the ceiling to be cleaned and Angelina Bueno is checking with the vendor concerning the repair of the MFD paystation.

ARCHIVES

Preservation

One hundred fifty-two photographs of West Park Branch, dating from the 1940s to the early 1990s, were discovered in an unlabeled, nonarchival folder on the shelves of the Archives. The photos are in both color and black and white, and they depict interiors, exteriors, branch activities, staff and patrons, snow shoveling, remodeling, and more. Most are in good or

fair condition, but all are in need of proper housing. As soon as time permits, they will be processed and rehoused with other photos of the branch.

Physical Space

At the beginning of the month, an analysis of the amount of material housed in the Archives was conducted. The Archives (which has been located in Room 1049 on the 10th floor of the Louis Stokes Wing since December 1999) is approximately 1,450 ft² in area and contains 1,482 linear feet of standard cantilevered library shelving (in addition to industrial shelving, file cabinets, and map cases).

PERMANENT STORAGE LOCATION	LINEAR FEET
Standard shelving (494 36" shelves)	1,482
Industrial shelving (50 48" shelves)	200
Total	1,682

It is estimated that another 412 linear feet of archival material is housed in temporary storage elsewhere in the Archives, on book trucks, the tops of archival boxes, and underneath tables and cabinets. Nearly all of this material is unprocessed, and the majority of it is not housed in proper archival containers.

TEMPORARY STORAGE LOCATION	LINEAR FEET
Atop archival boxes on standard shelving	46
On book trucks	99
Atop map cases	9
Atop vertical file cabinets	8
Inside vertical file cabinets	54
Inside lateral file cabinets	45
In boxes underneath tables	73
In boxes underneath small map case	24
In boxes elsewhere	54
Total	412

It was calculated that approximately 80% of material within the Archives is properly stored in archival containers on the standard shelves. The remainder of material in the Archives, which is housed in temporary storage, accounts for an estimated 20% of its holdings.

STORAGE LOCATION	LINEAR FEET	PERCENTAGE
Material stored on shelves	1,682	80%
Materials stored temporarily	412	20%
Total	2,094	100%

On February 2nd, work began on a year-long project of providing proper housing for the estimated 46 linear feet of archival material that has been stored atop the archival boxes lining the 1,482 linear feet of standard shelving in the Archives. All unhoused materials piled atop each section of shelving will be processed at the series level, as permitted by competing department needs. During the month of February, two sections were cleared of unhoused materials.

Internship in the Archives

Naomi Langer, a graduate student in the Cultural Heritage Informatics Concentration at Simmons University's School of Library and Information Science, began a semester-long field experience in the Archives on Friday, February 17th. Ms. Langer is enrolled in a course called Introduction to Archival Theory and Practice, for which she must work on site with a professional archivist for 60 hours and complete an introductory project. Ms. Langer has been tasked with processing a small collection of material related to the Cleveland Chapter of the Links, Incorporated, a volunteer service organization of women of African descent.

THE PEOPLE'S UNIVERSITY

The People's University Manager Marina Marquez and Special Projects Manager Michael Ruffing met with Sustainable Cleveland to explore a working relationship between Circular Cleveland and The People's University along with learning best practices to activate CPL's recycling program. Circular Cleveland is an initiative of Cleveland Neighborhood Progress and the City of Cleveland, in partnership with Neighborhood Connections, with funding from the Robert Wood Johnson Foundation. The goal of Circular Cleveland is to shift Cleveland from our current disposable and linear economy to a circular economy that reduces waste and pollution through practices such as product and material repair and reuse and one that restores and renews nature. The benefits of a circular economy are to reduce greenhouse

gas emissions, reduce the use of fossil fuels, create jobs through innovation, minimize pressure on the environment, and create more durable products. CLEVLOT and Fix-it CLE Repair Workshops are two ongoing initiatives that are assisting in the transition towards a more Circular Cleveland by providing resources for residents to expand their learning and skills. A partnership with The People's University could potentially expand these programs' outreach to the communities of Cleveland.

Collaboration, Engagement, & Support

On Thursday, February 2nd TPU staff recorded segments for WEWS about how to find the next great book to read and Cleveland READS general message at the West Park Campus.

On Thursday, February 2nd Cleveland READS launched Writers Unplugged, with Project Coordinator Jen Jumba interviewing guest author Tracy Clark who discussed her latest book, *Hide* a page-turning mystery. The second series of Writers Unplugged took place on Thursday, February 9th when Ms. Jumba met with guest author Wanda Morris to debut *All Her Little Secrets* that has been opted for a one-hour limited series on Showtime executive produced by and starring Emmy Award-winning actor Uzo Aduba. A Writers Unplugged List was added to Beanstack for the Cleveland READS challenge and added as an ongoing event to the Cleveland READS website.

On Saturday, February 11th in collaboration with Cleveland Public Library's Marketing Department, Outreach and Programming Services, The People's University hosted the Cleveland READS table at the annual Ice Fest event. Story Time was provided to 150 families, 96 visitors registered for the Cleveland READS challenge, and 145 books and bookmarks were distributed to attendees.

TPU outreach efforts included Ms. Jumba providing Beanstack training to a new group of Neighborhood Reading Ambassadors via Zoom. Ms. Jumba also provided Beanstack registration training at Esperanza and registered seven teachers with their commitment to register their students. In addition, 320 Family Connections Spark families were registered for Cleveland READS. In partnership with CMSD (Cleveland Metropolitan School District) Department of Transportation, Ms. Jumba

registered Drivers as a Group to record 60 minutes each way of the students they transport to school.

On February 16th, Writers Unplugged author Tracy Clark was speaking at CCPL's Middleburg Heights branch where Ms. Jumba was invited to promote Cleveland READS and encourage the attendees to register.

The local ClevoBooks' committed to supporting Cleveland READS by being a guest on WKYC's We the People, being a guest on Writers Unplugged, using the #clevelandreads on the ClevoBooks social media and distributing Cleveland READS bookmarks in all their bags to customers.

BRANCH DISTRICTS

D1 Eastman (Closed for FMP) - Librarian Cassandra Feliciano held three Story Times at Global Ambassadors Language Academy (GALA) along with Librarian Maria Lopez, where they read Spanish picture books and sang songs in English and Spanish to the Spanish immersion class; dog themed books were shared with the Mandarin immersion class. Ms. Feliciano participated in the Summer Lit League Committee, Man-Up CLE, Harvest for Hunger Kickoff Campaign, and NEO-RLS Warming Up to Summer.

D1 Rockport - Library Assistant Youth Emphasis Bill Petrucz and Public Services Associate Kyra Berzonsky presented STEM programs on anatomy, engineering, and robotic vehicles. Mr. Petrucz presented monster and animal themed Story Times to Little Critters daycare and Birchwood school. Librarian Kendra Proctor presented valentine themed Story Times to RG Jones and Little Critters daycare. Youth staff attended the MyCom meeting.

D1 Best Buy Teen Tech Center (BBTTC) - The Rockport BBTTC had 288-member visits. We featured two days of Robot Olympics using Sphero Bolts and iRoot coding robots. The second cycle of Cyber Seniors has started with a new cohort. Mentor Jonathon Collins started a multi-day workshop focused on social-emotional learning skills. Emily Szymanski attended the Clubhouse Network's Immersion Week in Boston.

D1 Walz (Closed for FMP) - Clerk Cristyle Frye created a Valentine's Day display in the adult area at Garden

Valley and hosted the Walz Branch Adult Virtual Movie/Book Club. The title discussed for the month was *Where the Crawdads Sing* by Delia Owens.

D1 West Park - The tax assistance program started this month through our partnership with AARP with the goal of helping 150 Clevelanders complete their federal and state taxes this year. We also began Young Scholars Academy, 0-3 Read to Me, and Preschool Story Time programs. We held a Valentine's Day Button Making program and a Cricut Fun program for our school-aged youth. Children's librarian Libby McCuan performed Story Times at West Park Discovery World, Riverside School, Clara Westropp, Holy Cross Lutheran, West Park YMCA, Al Ihsan, Newton D. Baker and West Park Constellation School. She also participated in a Valentine's Day romance novel interview at Main Library with WOIO.

D2 Carnegie West - Architectural historian and Ohio City resident Tim Barrett spoke about the sacred landmarks of Greater Cleveland to over 60 patrons. United Way funded Family Space celebrated its debut with balloon twisting, cupcakes and giveaways; over 50 people participated. Director Thomas, trustee Maritza Rodriguez, and manager Angela Guinther met with Father Gurnick of neighboring Saint Patrick's Church to discuss options for collaboration, promoting Cleveland READS, and working with local Catholic schools.

D2 Fulton - We hosted all Lincoln West 9th graders in the Clark- Fulton Learning Lab throughout the month of February to teach them about education and STEM careers. The branch presented Sahaja Yoga every Saturday, allowing patrons to relax, stretch and meditate. Cleveland Metroparks in partnership with Antioch University and AmeriCorps hosted a community meeting at the Fulton Branch where 26 patrons attended to discuss the programming, education and plans for the Metroparks area. Children's Librarian Beverly Austin and Public Services Associate Rosa Simone visited numerous daycares and schools in the neighborhood, signing up children for Cleveland READS.

D2 Jefferson - Youth Assistant Alexander Story hosted an informational table at the Pancakes and Poetry event at Tremont Montessori School where he promoted the campus and the Cleveland READS program to families. The campus hosted a four-session Beginning American Sign Language

class on Tuesday evenings, which was attended by 18 individuals. The Think and Drink Book Club met at the Lincoln Park Pub, discussing Elizabeth Alexander's *The Trayvon Generation*. Folks visiting the neighborhood for Walkabout Tremont stopped into the library to make valentines and staff created an underwear-themed book display including many Captain Underpants books in honor of the Cupid's Undie Run fundraiser which raced through the neighborhood.

D2 South Brooklyn - Eight scholars participated in our Black History Month Jeopardy program. The American Institute of Architects Cleveland hosted the last sketch workshop for youth. This three-part series helped youth gain knowledge about the skill and art of architecture. Loving Cup Kids Academy also visited the branch for the first time this month. Twelve preschoolers enjoyed a Valentine's Day Story Time and craft presented by Librarian Joanna Rivera.

D2 South - Fifteen children participated in a slime program called Slime at South. During the program they learned to follow a recipe, measured the supplies needed, followed the instructions of the recipe and then added their own personal colorful touches to the recipe. Jennifer Moncayo and Joel Lefkowitz visited Lincoln West High School during their Parent Teacher conference. Over 30 families visited the table, where they learned about Cleveland READS. This month the branch held a retro video game day. Participants were able to play with Atari, Nintendo 64, and many other older gaming platforms.

D3 Garden Valley - Manager Maria Estrella informed the North Central-Kinsman community via email and social media, and youth staff notified day cares and schools, that the branch reopened. Librarian Andrea Csia recorded two *Book Buzz* episodes. She attended the *Magnificent Middle-Grade* webinar and created the Cleveland READS bulletin board display with the theme, "I Love Reading." Youth Assistant Leonard Burks attended a book list webinar on Graphic Novels for Young Adults/Adults, and he hosted the Rhythm for Your Body virtual program for Body Awareness Wellness month. Assistant Manager Donald Smith attended the MyCom meeting.

D3 Hough - Families enjoyed the Family Space grand opening, with a continental breakfast and balloon

twisting. Librarian Grace French introduced after-school youth to George Crum, an African American inventor known for popularizing potato chips. She read the story *Mr. Crum's Potato Predicament* by Anne Renaud and the students used a potato to create a piece of art.

D3 Martin Luther King Jr. - Manager Kimberly Hunter renewed the partnership with PNC Fairfax Connection in which branch staff will attend their programs, such as Book Club, Building Blocks, and Tea with Traci, and promote Cleveland READS and other library programming and services. Youth Assistant Eric Eubanks restarted weekly Story Times at Sweet Kiddies.

D3 Sterling - Manager Monica Rudzinski hosted a table at Stepping Into Africa, a Black History program co-sponsored by The Greater Cleveland Epsilon Chapter of Iota Phi Lambda Sorority and Friendly Inn. Guests received new books and information about Cleveland READS. Ms. Rudzinski participated in a focus group for St. Vincent Charity Medical Center to identify health care services that will best meet the needs of the community. Ms. Rudzinski met with Men and Women of Central's Kareemah Rose to plan a community event to launch Cleveland READS in Central. Children's Librarian Sonja McCord began a series of COSI Connects lunchbox learning sessions. To celebrate Valentine's Day, Public Services Associate Valerie Gee transformed Kids Café into a fine dining restaurant complete with candles, hearts, flowers and gift bags for the kids.

D3 Woodland (closed for FMP) - Librarian Lanecia Smith assisted with a Maker Mondays Black History Month Edition event at Glenville, where youth created an inspired Alma Woodsey Thomas Mosaic. Manager Estrella attended the St. Vincent Charity Community Health Center Focus Group and the NEO-RLS *Strategic Leadership* webinar and the Literacy Cooperative virtual workshop on 10 Tips for Increasing Diversity, Equity & Inclusion in your Program.

D4 East 131st Street - In cooperation with the Natural History Museum, East 131 presented Body Works, teaching patrons about the human body and its functions. Staff celebrated custodian Mr. Ali's retirement. Librarian Kelli Minter held a board game night. The branch held multiple "express yourself" art workshops and a Tie Dye art workshop.

D4 Fleet - For Black History Month, Librarian Tracie Forfia created a music listening booth for youth in celebration of the civil rights movement. The attendance for Free Tax help increased, averaging 20 patrons a week. Councilwoman Rebecca Maurer restarted her monthly community meet and greet sessions for residents with questions and/or concerns.

D4 Harvard-Lee - Manager Kristen Schmidt joined the Cleveland READS internal committee as a liaison for branches. Youth Assistant Kevin Moore visited Whitney Young School to conduct a preschool Story Time. New partnerships secured this month include a Water Champion from Cleveland Water, coming to assist patrons with utilities, and a Stop Cancer in its Tracks representative from Cleveland Clinic who talked about cancer screenings. The branch received donations of neckties for the 1,000 Ties mentorship program, and books and knitting needles for Crafty Ladies Society and Warm Up Cleveland.

D4 Mt. Pleasant - Staff began a new partnership with Family Promise of Greater Cleveland, a homeless shelter for families, with a focus on family engagement at Story Time. Staff resumed first and second grade Story Times at Andrew J Rickoff. The branch started as host of online tutoring for the system. Manager Shayla Boyce and Public Services Generalist Jill Collins attended Cleveland Rape Crisis Center's Community Ambassador training. Manager Boyce appeared with Langston Hughes manager Bill Bradford on Cribbs in the CLE, on CBS, to share the library's offerings for Black History Month and Cleveland READS.

D4 Rice - A second Family Literacy Night was held in partnership with Cleveland READS, The Harvey Rice Wrap Around School, Rhonda Crowder, and Margaret Bernstein. Families enjoyed stories and lessons from a local author and a light dinner. Through Sparkle of Joy in partnership with A Special Wish-Northeast Ohio Chapter, Manager Lexy Kmiecik welcomed a family for a personalized Story Time before the branch opened. Children's Librarian Whitney Johnson, custodian Martin Hill, and Manager Kmiecik met with Doan Brook to plan for the Rain Garden this Spring.

D4 Union - Librarian Tamara Steward conducted Valentine's Day and Black History Month Story Times with

PreK and Kindergarten students at Miles Park, Woodland Hills E-Prep, and Where Futures Begin daycare. Mrs. Steward led a Wee Read and Play Story Time for toddlers. Youth Assistant Valerie Johnson supported Nathan Hale Elementary, Miles Elementary, and John Adams High School to log Cleveland READS books and minutes and read to scholars. After-school youth participated in coding mini robots using UBTech kits, painted Valentine's Day art on a canvas, and created a piece of artwork inspired by Jean-Michel Basquiat after a read aloud of *Radiant Child* by Javaka Steptoe.

D5 Addison - Staff focused on engaging community members for Cleveland READS. Librarian Heidi Malinoski performed Story Times at Daniel E Morgan and Wade Park schools on topics for Black History and Lunar New Year. Manager Tamara Means attended the St. Martin De Porres Partners Appreciation Luncheon. In collaboration with Cuyahoga County Solid Waste District, Circular Cleveland, and think[box], the branch hosted a Fix-It CLE workshop, where patrons repaired broken items and clothing.

D5 Collinwood - Clerk Elizabeth Brown-Patterson retired after 33 years of service. Manager Peak and Kiaira Jefferson conducted outreach for Cleveland READS, which was featured in the Collinwood Observer. Story Time continued weekly on Tuesday mornings, with East Clark pre-school and kindergarten classes added to the schedule. Manager Peak attended the parent/teacher conference at Collinwood High School to promote Cleveland READS and spoke at Flex High School in honor of Black History Month and Cleveland READS. Ms. Jefferson participated in a "Read In" with Intergenerational School.

D5 Glenville - Third Space Action Lab visited Glenville twice to engage patrons about their hopes for the renovation and obtained much feedback. Patrons made pop-up valentines and learned how to fold a letter into a heart shape for the Glenville Snail Mail Club. Senior crafts were available every Tuesday, including three-armed Bridgid's crosses, chalk galaxy art, and paper heart door-hangers. Every Thursday, patrons learned to make various paper objects for Origami Hour including swans, jumping frogs, balloons, and paper cranes. Librarian Lanecia Smith made Black History Month-themed Take n' Make crafts, including Alma Woodsey Thomas mosaics and a Mae Jemison-themed craft. Ms. Smith also

conducted Wonder Wednesdays with young patrons using a microscope and assembling models of the human heart, brain, and skeleton.

D5 Langston Hughes - Librarian Christopher Busta-Peck presented Story Times at Willson Elementary School for kindergarten and first grade classes. Youth Assistant Ron English visited the first and second graders at Early Steam Academy for Story Times. The branch offered programs including, Happy Birthday Langston Hughes, African American Artists in Cleveland. Manager William Bradford appeared on the local CBS morning show, Cribbs in the CLE, to promote Black History Month and Cleveland READS. Manager Bradford also appeared on a Cleveland Fox-8 news piece that centered on Langston Hughes' life and his connection to Cleveland.

D5 Memorial-Nottingham - Music by African American artists from various genres was played daily, while items in the collection were displayed to accompany the music. Ms. Childress created a Black History Month calendar of activities. Mr. Benton and Mr. Tully visited 10 daycares and classrooms for Story Time, presented STEM projects, and signed-up children for Cleveland READS. Mr. Tully attended the Collinwood MyCom meeting. Mr. Fillinger attended the Waterloo Merchants Meeting and the Euclid Beach Neighborhood Plan meeting. Partner organization 1,000 Ties hosted a Hygiene Kit giveaway.

EXTERNAL RELATIONS & DEVELOPMENT AND FOUNDATION

EXTERNAL RELATIONS & ADVOCACY UPDATES:

- **Goal:** *Increase Elected Officials and Key External Stakeholders' Awareness and Understanding of CPL's Community Impact*
 - **Elected Official Engagement**
 - Facilities Master Plan (FMP) Branch Updates
 - Continued to apprise local legislators of FMP updates for the branch(es) in their jurisdiction.
 - **External Stakeholder Engagement**
 - FMP Branch Updates

- Continued to apprise community development corporations (CDC's) of FMP updates for the branch(es) in their jurisdiction.

CPL DEVELOPMENT UPDATES:

- **Goal:** *Align fundraising to support CPL strategic plan*
 - Fundraising
 - Secured Urban Libraries Council Barbershop Books grant
 - Secured funding to continue STEM Robotics program
 - Secured funding to renew the agreement to host the Best Buy Teen Tech Center at Rockport Branch

CPL FOUNDATION UPDATES:

- **Goal:** *Reach Financial Targets*
 - Continued to advance the Foundation's 2023 financial targets.
- **Cleveland Public Library Foundation**
 - Held quarterly Executive Committee meeting.
 - Held quarterly Development Committee meeting.
 - Held quarterly Governance Committee meeting.
 - Held New Board Member Orientation.
- **Cleveland READS**
 - Continued efforts for Cleveland READS, City-Wide Reading Campaign initiatives to reach the goal of one million books and/or minutes.
 - Met with prospective funders to share opportunities for partnership.
 - Attended *The Good News Conference Series: A Celebration of Black Excellence* and providing a high-level overview of the initiative.

ADDITIONAL DEPARTMENT EFFORTS:

- Staff participated in webinars including:
 - Bloomerang: Fundraiser Focus week
 - Imagining Freedom with Mellon Foundation
 - Library Support Network: Winter Series

COLLECTION & TECHNICAL SERVICES

Director of Collection and Technical Services Sandy Jelar Elwell, Collection and Acquisitions Manager Olivia Morales, and Acquisitions Coordinator Alicia Naab attended Ingram's ipage Academy webinar on "Select and Order". Ms. Jelar Elwell and Ms. Morales attended Ingram's ipage Academy webinars on "Administer Your Workspace" and "Search and Browse".

Ms. Jelar Elwell attended the Executive meeting of the Women's Employee Resource Group (ERG) and the Women's ERG "Talk on Tuesday" Zoom presentation on "Women's Heart Health: The Female Pattern of Heart Disease".

Collection and Technical Services staff attended the monthly CPL All-Staff Town Hall meeting.

Acquisitions: The Acquisitions Department ordered 6,015 titles and 6,597 items (including periodical subscriptions and serial standing orders); received 8,980 items, 775 periodicals, and 92 serials; added 192 periodical items, 39 serial items, 63 paperbacks, and 393 comics; and processed 854 invoices.

Acquisitions Coordinator Alicia Naab and Collection Management Librarian Laura Mommers worked with representatives at OverDrive to have them acquire a specific title requested by a patron. Although the Library already owned part of the series, licensing restrictions did not allow for the requested title to be purchased. The patron was appreciative of the explanation provided and OverDrive will alert the Library if there are any changes with this title.

Grid templates and funding information were updated to reflect changes made to formulas and tiers by the Collection Management Department. These changes also had to be made on several vendor websites and required a coordinated effort with Ms. Mommers and High Demand

Librarian Dale Dickerson to ensure that all updates were completed promptly so that ordering would not be delayed. Adjustments were also made to the ordering guidelines for Cleveland Public Library copies when placing orders for college collections with assistance from Director of Collection and Technical Services Sandy Jelar Elwell.

Ms. Naab continued to work with OverDrive Public Libraries Account Manager Todd Warhola to address glitches and bugs in the patron notification system that OverDrive is currently implementing in their Marketplace. The Library agreed to beta test the features of the new notification process when OverDrive announced that they would be making these changes. Technical Services Librarian Lisa Kowalczyk continued to assist with the task of assigning categories and applying labels to picture books.

Catalog: Staff cataloged 3,668 titles, including 191 original records and 188 upgrades, created 200 Library of Congress (LC) call numbers, added 4,088 items, completed 204 bibliographic quality control transactions, and transferred 251 titles or call numbers for Cleveland Public Library. The Department also added 4,174 titles, made 242 corrections, and performed 300 transfers for CLEVNET member libraries. Librarians handled 110 email and phone requests from Library staff and 191 requests from CLEVNET.

Technical Services Librarian Michael Gabe cataloged rare material including a 19th century Arabic book about the Quran, a book of Yiddish poetry, and some architecture books for Special Collections. Mr. Gabe also added 70 items for Government Documents. Catalog Manager Andrea Johnson clarified the local procedures for the number of discs after the call number of DVD and Blu-ray sets.

Technical Services Librarian Barbara Satow finalized 15 map records from January and cataloged an additional 13 records in February as part of the Embedded Cataloger's Project. Most of the maps were from the Cuyahoga County Board of Elections, showing wards for various communities in the 1970s-1980s. Ms. Satow also cataloged a menu card from The Weddell House from 1892, and a collection-level record of Port of Cleveland ephemera.

Ms. Satow copy-cataloged eight Arabic biographies which required either constructing or verifying LC call numbers. With the assistance of Catalog Librarian Perry Huang and Technical Services Librarian Yeshen Dugarova-Montgomery, Ms. Satow identified the languages of five parallel titles used as a cover design on the book, *As you go... the roads under your feet, towards the new future*.

Technical Services Librarian Erin Valentine continued to improve access to CLEVNET titles ordered from Brodart, replacing 1,127 brief records by importing fuller cataloging and merging 185 duplicate records. Ms. Valentine attended two brief Northern Ohio Technical Services Librarians (NOTSL) Board Meetings, assisting in planning the NOTSL Spring 2023 General Meeting and taking meeting minutes in her role as NOTSL Secretary. Ms. Valentine also attended the Music OCLC Users Group annual meeting virtually.

Collection Management: Collection Management selected 2,358 titles and 8,760 items in February and spent slightly over \$193,376 on physical materials.

Collection and Acquisitions Manager Olivia Morales attended the "Harper Collins Library Love Fest Spring/Summer 2023 Adult Preview".

High Demand: The High Demand Department ordered 1,678 titles and 9,500 items; received and added 6,390 items; and processed 446 invoices.

Materials Processing: The Materials Processing Technicians processed 12,317 items for the month.

Shelf/Shipping: The staff of the Lake Shore Shelf/Shipping Department sent 4 items to the Main Library for requests and 102 items to fill holds. Main Library received 134 telescopes, the Branches received 203 telescopes, CLEVNET received 30 telescopes, CSU received 2 telescopes and Tri-C received 1 telescope. A total of 370 telescopes were shipped out. The Technicians sent out 448 items of foreign material and in total 7,532 new items were sent to the Acquisitions and High Demand Departments.

OUTREACH & PROGRAMMING SERVICES**Youth Programs**

Express Yourself Workshops, facilitated by licensed Art Therapy Studio Therapists, are available at four branch locations in the community, providing an outlet for creative expression and emotional support for youth. Art therapy, an after-school program at West Park, Hough, East 131, and Sterling Branches, allows students to express their emotions, experiences, and thoughts in a safe and non-judgmental environment. Through creating art, youth can process complex feelings, build self-esteem and resilience, and develop coping skills that students can apply daily.

With the return of America Reads tutoring, the library remains a vital resource for students seeking academic support and success. The Cleveland State University America Reads and Viking Corps Tutoring provides tutoring services at thirteen library branches, assisting K-8 students in math, reading, social studies, and science. Tutors provide one-on-one support, both in-person and virtually. Tutoring services are available Monday through Thursday, 4:00-6:00 PM, at the following branch locations: Addison, East 131, Fleet, Fulton, Garden Valley, Glenville, Hough, Langston Hughes, Memorial Nottingham, Rice, Rockport, South Brooklyn, South.

FamilySpace, a neighborhood hub designed specifically for families with young children, is open at Hough Campus and Carnegie West Branch during accommodating times for each community. Family Space is a community-driven initiative providing families with the resources to raise happy, healthy children. The goal is to create a safe and accessible space where families can play, learn, and grow together. FamilySpace is funded through a generous investment from Cuyahoga County's Invest in Children and United Way of Greater Cleveland. Sandy Nosse, Family Engagement Specialist, coordinated the February Grand Openings for each location.

Both Hough and Carnegie West families celebrated with music, storytelling, balloons, and play—February 2023 total attendance: 293.

Young Scholars Academy is a program based on the latest Ohio State Standards and early childhood education best

practices. Library staff develops a curriculum for children ages 3-6, offering two classes to meet the needs of beginner preschoolers (ages 3-4) and transitional (ages 4-6). As part of the program, all enrolled families have access to the program's parent partner, Mrs. Kelli McCorvey.

In February 2023, there were three 0 - 3, Read to Me Playdates: two at Carnegie West Branch and one at Rice. The total number of participants: 51. At 0-3, Read to Me Playdates, families can enjoy interactive play, storytelling, and other activities that encourage young children's ability to learn and grow. This program is made possible by a generous Bruening Foundation Grant.

Man Up, CLE is a youth empowerment conference empowering youth to lead and read. On Friday, February 24, 280 students were greeted by Cleveland Public Staff, and the Rock and Roll Hall of Fame volunteers before participating in several morning breakout sessions. The conference concluded with a keynote presentation by Nick Brooks, author of *Promise Boys*, his debut YA novel. All attendees received a copy of *Promise Boys*, courtesy of the Cleveland Public Library.

Adult Programs

LegalWorks, a non-profit organization that provides a wide range of legal services to youth and adults in need, is available at three Cleveland Public Library branches: Mt. Pleasant, Glenville, and Fulton Branch. LegalWorks offers various services, including advice and counseling, community education, and advocacy. Through this program, experienced attorneys and legal professionals assist patrons with wills, record sealing, child support, driver's license reinstatements, etc.

Legal Aid offers monthly free advice clinics and referrals at rotating Cleveland Public Library locations. Volunteer attorneys and Legal Aid staff assist patrons with money, housing, family, employment, etc. Glenville Branch hosted the February Legal Aid Advice Clinic; Jefferson Branch is scheduled for March.

ASPIRE GED classes returned in January 2023 Downtown at Cleveland Public Library. Classes are held Tuesdays and Thursdays, 10:00 AM - 1:00 PM. Experienced instructors cover a range of subjects, including mathematics,

science, social studies, and reading and writing. These classes help participants prepare for the GED exam and achieve their educational goals.

The Event Services team works closely with external and internal partners in managing meeting room reservations and AV logistics to host events, meetings, and programs. The AV support is available upon request. Meeting room reservations are now publicly available. As this new process is implemented, Mrs. Heidi Stirtmire, OPS Manager, continuously works with all stakeholders.

Professional Development

Charles Byrd, Director of Education, and Bernadette Lemak, OPS Coordinator, attended a two-day conference in Powell, Ohio. The Best Foot Forward Conference featured high-quality professionals in K-12 after-school and summer learning, building ideas and excitement around out-of-school time activities—networking, workshops, and hearing from keynote guest speakers were vital conference components.

MARKETING & COMMUNICATIONS

EXECUTIVE SUMMARY

In February, the Library celebrated Black History Month with events focused on Black authors and culture and heritage. CMSD students visited the Main Library Campus on February 24 for a day of breakout sessions, empowerment, and a keynote from Nick Brooks, author of *Promise Boys*. FamilySpaces opened at Carnegie West Branch and Hough Campus on Friday, February 11 and Saturday, February 12. Families that attended were able to play and learn, enjoy music, balloon twisting, coloring, food, and more.

Our marketing efforts included media releases, social media and digital (cpl.org, Off the Shelf, community calendars), and printed materials.

Library Programs & Services

Objective: *Remain relevant by promoting programs and services to help Greater Clevelanders thrive.*

FACILITIES MASTER PLAN: Work on reimagined branches continues. Patrons enjoy being back at the new West Park Campus.

MEDIA COVERAGE:

<https://www.wkyc.com/article/news/local/cleveland/mission-possible-cleveland-public-library-building-its-future/95-4175fdec-2572-4433-91e9-7d14130b4129>

CLEVELAND READS INITIATIVE: The Cleveland Reads challenge began January 1. Users can register online at clevelandreads.com and join the challenge to read 1 million books or 1 million minutes. Branches can assist in signing people up as well. The website stats update weekly to reflect new sign-ups and logged books/minutes. Interviews and promotions are running across radio and all major TV news stations.

MEDIA COVERAGE:

<https://fox8.com/news/voices-of-unity-cleveland-reads/>
<https://www.youtube.com/watch?v=R3w64joxkhk>

WRITERS UNPLUGGED: The first two Writers Unplugged programs were held via livestream. On February 2, Tracy Clark joined us to discuss her book *Hide*, a page-turning mystery. On February 9, Cleveland native Wanda Morris joined us to discuss her debut book, *All Her Little Secrets*.

MEDIA COVERAGE:

Tracy Clark:

<https://www.facebook.com/clevelandpubliclibrary/videos/586241452837812>

Wanda Morris:

<https://www.facebook.com/clevelandpubliclibrary/videos/876468936892191>

FAMILYSPACE OPENINGS: FamilySpaces opened at Carnegie West Branch and Hough Campus on Friday, February 11 and Saturday, February 12. Families that attended were able to play and learn, enjoy music, balloon twisting, coloring, food, get signed up for Cleveland READS and more.

MEDIA COVERAGE:

<https://cpl.org/play-learn-grow-with-cleveland-public-librarys-familyspace/>

BLACK HISTORY MONTH: The Library hosted several programs including Writers Unplugged with Black author and Cleveland native Wanda Morris, the Man Up! program for young men with keynote by Nick Brooks, and more. The 38th Annual Dr. Martin Luther King, Jr. Commemorative Celebration aired several times during the month on WUAB CW43 and WOIO 19News. It can be watched on cpl.org as well.

MEDIA COVERAGE:

<https://www.cleveland19.com/2023/01/12/unsung-hero-darriel-taylor-nominated-brightening-futures-younger-generations/>

<https://laprensanewspaper.com/index.php/2023/02/08/cpl-celebrates-black-history-month-with-educational-programming/>

https://www.bikecleveland.org/bike-cle/events/20-miles-of-smiles-black-history-month-edition/2023/02/?utm_source=rss&utm_medium=rss&utm_campaign=20-miles-of-smiles-black-history-month-edition

MAN UP, CLE: The Library welcomed CMSD students to the Library for a day of breakout sessions focused on empowering young men. All attendees received a signed copy *Promise Boys*, written by Nick Brooks who was the keynote speaker

PHOTOS:

<https://photos.app.goo.gl/EmPEAh38Vkc5cu4T7>

MEDIA COVERAGE:

<https://laprensanewspaper.com/index.php/2023/02/08/cpl-celebrates-black-history-month-with-educational-programming/>

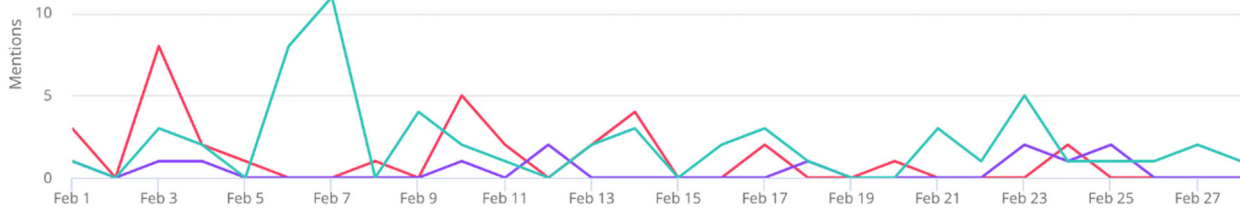
NEWS 5 TV SPOTS: As part of a paid campaign, the library had short interviews that were aired on News 5. Topics focused on Cleveland READS and included: How to Find the Right Book!; Audiobooks Count too!; and Graphic Novels

MEDIA COVERAGE:

<https://www.news5cleveland.com/cpl>

PUBLIC RELATIONS OVERVIEW

Cleveland Public Library garnered 103 mentions for the month of February reaching more than 19 million via national and local TV news, radio, and online and print.



Mentions 103 Audience 19,821,243 Publicity \$9,199,454

SOCIAL MEDIA SUMMARY












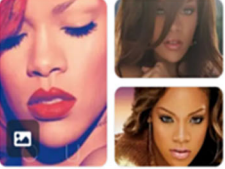




Broadcasts: Marketing continues to explore streaming opportunities, conversations, and content that promote learning and timely topics. Popular examples include:

- **Book Drops (recommended reading by CPL)**
- **Board Meeting:** The board meeting was recorded and livestreamed on Facebook for public to view
- **Page Count:** Podcast series belonging to Ohio Center for the Book
- **Writers Unplugged:** Authors in conversation

Other digital content included storytime videos, footage for news spots, livestream for Writers Unplugged and Board Meeting, and the Book Drops series. Throwback posts documenting CPL’s rich history continue to be popular. Other content that performed well included posts about Cleveland READS at Ice Fest, pop culture references with staff, Rihanna’s music catalog in our collection (Superbowl halftime).

Most Popular Posts by Platform:

<p>Total Engagements 233</p> <p>Likes 220</p> <p>Comments 11</p> <p>@Replies 8</p> <p>Retweets 33</p>	<p>Total Engagements 172</p> <p>Likes 160</p> <p>Comments 2</p> <p>@Replies 1</p> <p>Retweets 11</p>	<p>Total Engagements 137</p> <p>Likes 134</p> <p>Comments 2</p> <p>@Replies 0</p> <p>Retweets 5</p>	<p>Total Engagements 116</p> <p>Likes 115</p> <p>Comments 1</p> <p>@Replies 1</p> <p>Retweets 11</p>
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<p> @clevelandpubliclibrary Wed 2/15/2023 11:50 am EST</p> <p>Who wore it better?</p>  <table border="1"> <tr><td>Total Engagements</td><td>233</td></tr> <tr><td>Likes</td><td>220</td></tr> <tr><td>Comments</td><td>11</td></tr> </table>	Total Engagements	233	Likes	220	Comments	11	<p> @clevelandpubliclibrary Thu 2/2/2023 11:00 am EST</p> <p>#TBT If you are looking for an example of the adage 'A picture is worth a thousand words', today's...</p>  <table border="1"> <tr><td>Total Engagements</td><td>172</td></tr> <tr><td>Likes</td><td>160</td></tr> <tr><td>Comments</td><td>2</td></tr> </table>	Total Engagements	172	Likes	160	Comments	2	<p> @clevelandpubliclibrary Fri 2/17/2023 9:06 am EST</p> <p>It's our birthday! 🎉 On February 17, 1869, Cleveland Public Library officially opened on the third floor...</p>  <table border="1"> <tr><td>Total Engagements</td><td>137</td></tr> <tr><td>Likes</td><td>134</td></tr> <tr><td>Comments</td><td>2</td></tr> </table>	Total Engagements	137	Likes	134	Comments	2	<p> @clevelandpubliclibrary Sat 2/11/2023 2:07 pm EST</p> <p>We're at Ice Fest until 3pm! Warm up inside for storytime, sign up for the @cleveland_reads challenge,...</p>  <table border="1"> <tr><td>Total Engagements</td><td>116</td></tr> <tr><td>Likes</td><td>115</td></tr> <tr><td>Comments</td><td>1</td></tr> </table>	Total Engagements	116	Likes	115	Comments	1								
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Comments	1																																		
<p> @Cleveland_PL Fri 2/17/2023 9:06 am EST</p> <p>It's our birthday! 🎉 On February 17, 1869, Cleveland Public Library officially opened on the third floor...</p>  <table border="1"> <tr><td>Total Engagements</td><td>271</td></tr> <tr><td>Likes</td><td>164</td></tr> <tr><td>@Replies</td><td>8</td></tr> <tr><td>Retweets</td><td>33</td></tr> </table>	Total Engagements	271	Likes	164	@Replies	8	Retweets	33	<p> @Cleveland_PL Sun 2/12/2023 8:50 pm EST</p> <p>Not subscribed to a streaming service? You can still revisit Rihanna's hits on Hoopla with you...</p>  <table border="1"> <tr><td>Total Engagements</td><td>135</td></tr> <tr><td>Likes</td><td>48</td></tr> <tr><td>@Replies</td><td>1</td></tr> <tr><td>Retweets</td><td>11</td></tr> </table>	Total Engagements	135	Likes	48	@Replies	1	Retweets	11	<p> @Cleveland_PL Wed 2/15/2023 11:50 am EST</p> <p>Who wore it better?</p>  <table border="1"> <tr><td>Total Engagements</td><td>125</td></tr> <tr><td>Likes</td><td>45</td></tr> <tr><td>@Replies</td><td>0</td></tr> <tr><td>Retweets</td><td>5</td></tr> </table>	Total Engagements	125	Likes	45	@Replies	0	Retweets	5	<p> @Cleveland_PL Thu 2/16/2023 11:00 am EST</p> <p>#TBT Clevelander Dorothy Dandridge lounges on the set of the film Porgy and Bess (1959). Movie...</p>  <table border="1"> <tr><td>Total Engagements</td><td>94</td></tr> <tr><td>Likes</td><td>36</td></tr> <tr><td>@Replies</td><td>1</td></tr> <tr><td>Retweets</td><td>11</td></tr> </table>	Total Engagements	94	Likes	36	@Replies	1	Retweets	11
Total Engagements	271																																		
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@Replies	1																																		
Retweets	11																																		

PROPERTY MANAGEMENT

Carpenters/Painters

- Eastman Reading Garden- backfilled uneven pavers with sand and cemented the openings.
- Rice branch- installed an aluminum threshold to exterior walk where there's a change in materials from poured cement.
- Fleet branch- removed all damaged ceramic tile from men's public restroom and temporarily backfilled with a cement finish.

- External Relations- began remodeling five book carts for book sale.
- Fulton branch- walkthrough assessment for storage closet build.

Maintenance Mechanics

- Installed ionization at Sterling branch
- Installed new chilled water control valves on air handler unit 3 & 4 at Lakeshore facility.
- Installed new fan coil unit in Main shipping dept.
- Upgraded lighting in Main children's area 4th floor.
- Pulled data cable on floors 7, 8 and 9 LSW for cameras and phones.
- Replaced gas valves and limit controls in boiler at Rockport branch.
- P.M's on boilers and air handler units at branches and Main.
- Repaired restroom door latch controls at Langston Hughes and Mt. Pleasant branch.
- Replaced light fixtures in LSW Auditorium projection booth to dimmable LED's and made repairs to wiring, also removed old A/C unit.
- Re-lamped Auditorium projector and upgraded walkway lighting to LED.

SAFETY & PROTECTIVE SERVICES

Safety Services

2-1-23: CPD called out to Rice regarding possible juvenile with weapon on the Harvey Rice campus. No injury or arrest. Rice branch locked down temporarily as a precaution while CPD investigated.

2-1-23: EMS called to Harvard Lee re: patron with medical condition (OD).

2-2-23: 911 called to Fulton for a patron with a medical emergency.

2-2-23: E 50/Woodland. While in transit from CPL property, Supervisor Caldwell stops to assist male with medical emergency and administers NARCAN until EMS arrives.

2-2-23: EMS called to Fulton for male with medical/psych emergency. Patron to Metro.

2-3-23: EMS/Mobile Crisis called for a patron experiencing a psych emergency. Patron left property prior to emergency services responding.

2-6-23: Staff/SPS @ Hough discovered a firearm in an unattended bag. CPD was notified. In the interim, the owner of the bag realized the firearm had been discovered and fled when police made contact. It was realized that upon leaving he had left two juveniles (teens) at the branch. Police contacted the juvenile's parent who responded to the branch to retrieve her kids. Police confiscated the weapon and made a report for felon in illegal possession of firearm (2023-37341).

2-7-23: One Juvenile was struck in the face with a wooden stick while playing outside of Rice branch. Injury prompted SPS to notify EMS. Juvenile was transported to University Rainbow hospital. Juvenile didn't know phone or address.

2-9-23: Main-Police notified re: Chevy Impala with PA plates (LXF 6208) blocking CPL book drop drive.

2-16-23: Rockport put in temporary lockdown due to a fight outside the branch. One of the participants is alleged to have brandished a firearm. CPD responded and once scene was secure normal operations ensued (CPL SIR 23-0173/CPD 2023-047706).

2-17-23: First responders called to C. West for incoherent patron refusing to leave branch (23-0177).

2-17-23: @ E 131 Partially dressed Intoxicated male taken to Marymount (SIR 23-0174)

2-18-23: C. West-patron experienced a medical emergency requiring EMS. The patron was transported to Metro (SIR 23-0178).

2-18-23: C. West. Patron experienced medical emergency and requested EMS. Patron was transported to Metro (SIR 23-0180).

2-22-23: E 131-patron experienced a medical emergency. Transported by EMS to south point hospital (23-0182).

2-23-23: Citizen appeared at 525 Superior prior to CPL opening expressing suicidal ideation. First responders were notified, but patron left prior to their arrival.

2-28-23: CPD on scene at Rockport due to missing teens at property (SIR 23-0193).

PROTECTIVE SERVICES
Activity

Month	Total Dispatch Activity	Total Alarms	Branch Incidents	Downtown Campus Incidents	Incident Reports Gen.	CPL access activities
Feb 2023	1908	26	89	12	107	65
Jan 2023	1485	23	27	15	114	63
Dec 2022	1393	18	20	20	76	39
Nov 2022	1332	19	65	10	96	42
Oct 2022	1490	24	41	9	120	33
Sept 2022	1406	14	38	34	86	62
Aug 2022	1639	6	33	30	80	61
July 2022	1613	9	44	37	103	28
June 2022	1752	19	60	17	75	45
May 2022	2046	19	90	9	109	35
April 2022	2129	23	29	32	143	49
Mar 2022	1782	25	31	12	134	67
Feb 2022	1665	28	50	16	123	60

Special Attention, Special Events, and Significant Incidents

2-2-23: Media at West Park and Main Branch

2-3-23: Early entry required for John Marshall HS chess team.

2-8-23: Media at Langston Hughes, MemNot

2-9-23: Media visit at Hough

2-16-23: St Augustine Child Enrichment at YS

2-17-23: Cleveland Foundation 8a-early entry

2-18-23: ACN group in early at LSW

2-24-23: Man Up Cleveland

2-24-23: Gallagher Middle School at Clark-Fulton.

2-25-23: Several Regional Law Enforcement Org reporting hate group activity aimed at Jewish religious groups.

Special Attention provided to CPL properties and patrons.

<https://jewishjournal.com/news/356502/jewish-groups-brace-for-possible-day-of-hate/>.

<https://chicago.suntimes.com/2023/2/22/23611081/chicago-police-jewish-communities-vigilant-when-neo-nazi-group-has-declared-national-day-of-hate>.

2-26-23: Jewish Federation of Cleveland meeting at CPL downtown campus

2-27-23: WKYC at Clark-Fulton

Protective and Fire Systems

2-1-23: Work with Legal/Health & Safety to get no parking signs at branches to address unauthorized parking.

2-1-23: Shelving project on 7th LSW -SPS conducting Fire Watch

2-15-23: Fire Alarm Inspection at CDF/Woodland

2-17-23: LSW fire pump controls and the fire pump are not operable. **SPS doing fire watch for LSW.**

Administration

2-2-23: Met with Legal and PS Senior director re: mandated reporter questions from staff at Mt. Pleasant

2-8-23: Participate in on-going Cleveland Reads internal steering committee.

2-16-23: Met with Legal & Accounting re: Guardian contract irregularities.

INFORMATION TECHNOLOGY & CLEVNET

- Jamie Mason and various CLEVNET staff started Admin Training with SirsiDynix. Training is virtual and interactive with a live instructor presenting. Our subscription allows us up to ten attendees per training. Training will continue throughout the month of March.
- Jamie Mason visited Mentor Public Library to get a tour and speak with Cheryl Kuonen, new Executive Panel member.
- On March 21, Brian Leszcz, Megan Trifiletti, and Jamie Mason met with the new director of Ritter Public Library in Vermilion, Ohio and briefed her on what CLEVNET is, services that we provide, and what we can do for the library.

Team Activities:

SOLUTIONS

- The entire solutions team (Andy Busch, Jesse Scaggs, Brian Leszcz) worked to test Bitwarden (a replacement password manager for LastPass) and decided that the product was superior to LastPass and started migrating CLEVNET staff to it.

- Jesse Scaggs continued to take point on the implementation of the new storage array (Nimble) for the State of Ohio Communications Center [SOCC]. The entire Solutions team met with HP on February 9 to go over the setup. The solutions team is still working on a way to deliver the unit to the SOCC.
- The Solutions Team also met with Logicalis on February 1, 2023, about the next steps for the tenant migration. The software team is going to get the licenses prepared for the first libraries to have in their new tenants and Logicalis projects they will be able to start the first round of migrations in early March.
- The Solutions Team attended the first in-person PC Tech SIG meeting since COVID on February 3, 2023, at the Brunswick branch of the Medina County District Library. The biggest part of the discussion was taken up with the impending retirement of Larry Finnegan.
- Brian Leszcz and the software team worked extensively with Overdrive to migrate from SIP authentication (insecure) to Web Services (much more secure) for eBook users.

HARDWARE

- Reconfigured two virtual appliances at Orrville and Fairport Harbor to reflect the changes in Active Directory DNS servers for web filtering.
- Creation of a new Clevnet.org Domain Controller (itclev-socc-dc02) to replace the 2012 R2 Domain Controller.
- Assisted Cleveland Heights and Madison with their Deepfreeze console updates, requiring updated licensing.
- Orrville's State of Ohio Communications Center [SOCC] Domain Controllers were upgraded.

NETWORK

- Network equipment upgrade at Willoughby Eastlake Public Library Eastlake location.

- Installed new switch at Lorain Public Library Avon branch location.
- Installed a new security switch at Stow Munroe Falls.
- Installed a new Power over Ethernet [POE] switch at Andover for upcoming Voice over IP [VoIP] migration.
- State of Ohio Communications Center [SOCC] preparation for Nimble storage solution and 2 fabric switches.

Executive Panel Updates:

- Panel met February 6, 13, and 27. February 27 was an in-person meeting at Shaker Heights Public Library for all Clevnet staff to have an opportunity to speak to Panel members about succession planning for the Director of IT position.

EXECUTIVE SESSION

Ms. Rodriguez moved to adjourn into Executive Session for the purpose of discussing pending litigation with counsel. Mr. Corrigan seconded the motion, which passed unanimously by roll call vote.

The Board adjourned into Executive Session at 2:02 p.m.

Mr. Corrigan moved to return to the Regular Board Meeting. Mr. Parker seconded the motion which passed unanimously by roll call vote.

The Regular Board Meeting resumed at 2:24 p.m.

Ms. Rodriguez adjourned the Regular Board Meeting at 2:25 p.m.

Maritza Rodriguez
President

Thomas D. Corrigan
Secretary

GIFT REPORT FOR FEBRUARY 2023

LIBRARY SERVICE MATERIALS

DESCRIPTION	QUANTITY	
	Month	Year to date
Books	402	2,153
Periodicals	1	1
Publishers Gifts	1	1
Non-Print Materials	147	253
Total Library Service Materials	551	2,408

TECHNOLOGY RESOURCES

Tech Gifts*	2	2
Total Technology Resources	2	2

MONEY GIFTS

FUND	PURPOSE	AMOUNT	
		Month	Year to date
Building & Repair Fund	Restricted	\$ 300,000	\$ 900,000
Library Fund	Restricted	559	1,219
Founders Fund	Restricted	11,500	83,750
Early Literacy	Restricted	31,377	31,377
Total Money Gifts		\$ 343,436	\$ 1,016,346

SUMMARY

CATEGORY	DONORS		QUANTITY	
	Month	Year to date	Month	Year to date
Library Service Materials	20	36	551	2,408
Technology Resources	1	1	2	2
Money Gifts	6	24	7	25
TOTAL GIFTS	27	61	560	2,435

*See attached report

DATE	Name	Serial	Model	PRICE	DESCRIPTION	TAG #	NOTES
02/09/23	Root RT1 iROBOT CODING ROBOT	RT2005X03373		\$ 199.99	CODING ROBOT	0118210	BEST BUY
02/09/23	Root RT1 iROBOT CODING ROBOT	RT2005X03377		\$ 199.99	CODING ROBOT	0118211	BEST BUY

Cleveland Public Library
2023

March 8, 2023

Cuyahoga County Budget Commission
Attention: Bryan Dunn
1219 Ontario Street
Cleveland, Ohio 44113

Dear Bryan,

Cleveland Public Library requests a Certificate of Estimated Resources as noted below for the following funds:

Fund Number	Fund Description	Actual Unencumbered Balance as of 1-Jan-23	"Taxes/PLF" from:	Requested "Taxes/PLF" to	"Other Sources" from:	Requested "Other Sources" to	Overall Increase/ (Decrease)
General Funds							
101	General Fund	\$ 26,231,855.40	\$ 37,673,443.00	\$ 37,673,443.00	\$ 1,762,290.00	\$ 1,762,290.00	\$ -
			\$ 27,878,205.36	\$ 27,878,205.36			
Special Revenue Funds							
201	Anderson	\$ 424,347.16			\$ -	\$ -	\$ -
202	Endowment for the Blind	\$ 3,318,363.09			\$ -	\$ -	\$ -
203	Founders	\$ 5,424,724.08			\$ 133,750.00	\$ 171,823.00	\$ 38,073.00
204	Kaiser	\$ 163,598.59			\$ -	\$ -	\$ -
205	Kraley	\$ 211,380.69			\$ -	\$ -	\$ -
206	Library	\$ 224,111.58			\$ -	\$ -	\$ -
207	Pepke	\$ 194,563.84			\$ -	\$ -	\$ -
208	Wickwire	\$ 1,994,711.91			\$ -	\$ -	\$ -
209	Wittke	\$ 123,811.42			\$ -	\$ -	\$ -
210	Young	\$ 6,345,312.81			\$ 60,000.00	\$ 60,000.00	\$ -
226	Judd	\$ 351,218.30			\$ 250,000.00	\$ 250,000.00	\$ -
228	Lockwood Thompson	\$ 256,527.07			\$ 200,000.00	\$ 200,000.00	\$ -
230	Schweinfurth	\$ 265,993.72			\$ 50,000.00	\$ 50,000.00	\$ -
231	CLEVNET	\$ 1,009,042.85			\$ 5,049,874.94	\$ 5,049,874.94	\$ -
232	Stevens Employee Engagement	\$ 257,732.90			\$ -	\$ -	\$ -
251	OLBPD	\$ 478,948.17			\$ 1,508,194.00	\$ 1,508,194.00	\$ -
254	MyCom	\$ (74,051.72)			\$ 222,209.39	\$ 222,209.39	\$ -
257	TechCenters	\$ 73,741.41			\$ 10,000.00	\$ 145,000.00	\$ 135,000.00
258	Early Literacy	\$ 67,684.03			\$ 348,557.42	\$ 348,557.42	\$ -
259	Rice Solar Panel System	\$ 596.09			\$ -	\$ -	\$ -
260	Coronavirus Relief Fund	\$ (266,379.60)			\$ 266,379.60	\$ 266,379.60	\$ -
		\$ 266,379.60			\$ 1,762,290.00	\$ 1,762,290.00	\$ -
Debt Services							
301	Debt Service	\$ 18,931.22	\$ -	\$ -	\$ 3,282,149.90	\$ 3,282,149.90	\$ -
Capital Projects Funds							
401	Building and Repair	\$ 24,799,746.90			\$ 900,000.00	\$ 900,000.00	\$ -
402	Construction - Tax-Exempt	\$ 2,914,747.34			\$ 223,250.78	\$ 223,250.78	\$ -
403	Construction - Taxable	\$ 1,500,367.53			\$ 78,127.57	\$ 78,127.57	\$ -
Permanental Funds							
501	Abel	\$ 303,163.66			\$ -	\$ -	\$ -
502	Ambler	\$ 3,209.12			\$ -	\$ -	\$ -
503	Beard	\$ 54,829.20			\$ -	\$ -	\$ -
504	Klein	\$ 7,558.75			\$ -	\$ -	\$ -
505	Malony/Schroeder	\$ 262,358.48			\$ -	\$ -	\$ -
506	McDonald	\$ 255,305.98			\$ -	\$ -	\$ -
507	Ratner	\$ 132,374.20			\$ -	\$ -	\$ -
508	Root	\$ 53,121.80			\$ -	\$ -	\$ -
509	Sugarman	\$ 102,414.29			\$ -	\$ -	\$ -
510	Thompson	\$ 144,038.17			\$ -	\$ -	\$ -
511	Weidenthal	\$ 9,475.68			\$ -	\$ -	\$ -
512	White	\$ 2,591,148.23			\$ -	\$ -	\$ -
513	Beard Anna Young	\$ 51,740.67			\$ -	\$ -	\$ -
514	Paulson	\$ 8,990.14			\$ -	\$ -	\$ -
		\$ 3,178,728.51			\$ -	\$ -	\$ -
Agency Funds							
901	Unclaimed Funds	\$ 12,841.42			\$ -	\$ -	\$ -
905	CLEVNET Fines & Fees	\$ 4,439.34			\$ -	\$ -	\$ -

The reason for the increase/decrease in Estimated Resources:

An increase in Other Sources-Special Revenue of \$173,073 relating to an increase in the Founders fund for the \$10,000 grant from ULC and the \$28,073 contract with CMSD for STEM; and an increase in the Tech Centers fund relating to the \$75,000 staffing/program funding grant and the \$60,000 Career Pathways grant for the BBTTTC.

Thank You,
Carrie Krenichy
Treasurer/CFO
Cleveland Public Library

AMENDMENT 4

Form Prescribed by the Bureau of Inspection and Supervision of Public Offices.
County Auditor's Form No. 139

AMENDED OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES

Based on 90.47% current collection of current levy for previous tax year.

Revised Code 5705.36 (Library)

Office of the Budget Commission, Cuyahoga County, Ohio.

Cleveland, Ohio

March 9, 2023

To the Board of Library Trustees of the:

Cleveland Library

The following is the amended official certificate of estimated resources for the fiscal year beginning January 1st, 2023, as revised by the Budget Commission of said County, which shall govern the total of appropriations made at any time during such fiscal year:

Fund	Unencumbered Balace	General Property Tax	P.L.F.	Other Sources	Total
General Fund	\$26,231,855.40	\$37,673,443.00	\$27,878,205.36	\$1,762,290.00	\$93,545,793.76
Special Revenue	\$20,845,978.39			\$8,272,038.35	\$29,118,016.74
Debt Service	\$18,931.22			\$3,282,149.90	\$3,301,081.12
Capital	\$29,214,861.77			\$1,201,378.35	\$30,416,240.12
Permanent	\$3,979,728.37			\$0.00	\$3,979,728.37
Agency	\$17,280.76			\$0.00	\$17,280.76
Totals/Subtotals	\$80,308,635.91	\$37,673,443.00	\$27,878,205.36	\$14,517,856.60	\$160,378,140.87

	<p>Budget</p>	
<p>Commission</p>		

**CLEVELAND PUBLIC LIBRARY
2023 APPROPRIATION: THIRD AMENDMENT
MARCH 16, 2023**

GENERAL FUND

CERTIFIED REVENUE	Prior Certificate (1)	Increase/ Decrease	Amended Certificate (2)
Cash January 1	26,231,855.40	-	26,231,855.40
Taxes - General Property	35,173,443.00	-	35,173,443.00
Public Library Fund (PLF)	27,878,205.36	-	27,878,205.36
State Rollbacks/Homestead	2,500,000.00	-	2,500,000.00
Fines and Fees	149,570.00	-	149,570.00
Earned Interest	911,700.00	-	911,700.00
Restricted Gifts	-	-	-
Unrestricted Gifts	-	-	-
Miscellaneous	776,020.00	-	776,020.00
Return of Advances/(Advances Out)	(75,000.00)	-	(75,000.00)
TOTAL RESOURCES	93,545,793.76	-	93,545,793.76 (3)

APPROPRIATION	Original Appropriation	Increase/ Decrease	Amended Appropriation
Salaries/Benefits	41,511,795.26	-	41,511,795.26
Supplies	783,712.00	-	783,712.00
Purchased/Contracted Services	11,208,919.27	-	11,208,919.27
Library Materials/ Information	7,175,714.00	-	7,175,714.00
Capital Outlay	1,143,633.98	-	1,143,633.98
Other Objects	170,309.96	-	170,309.96
SUBTOTAL OPERATING	61,994,084.47	-	61,994,084.47
Transfers	3,282,149.90	-	3,282,149.90
TOTAL APPROPRIATION	65,276,234.37	-	65,276,234.37

**CLEVELAND PUBLIC LIBRARY
2023 APPROPRIATION: THIRD AMENDMENT
MARCH 16, 2023**

SPECIAL REVENUE FUNDS

CERTIFIED REVENUE	Prior Certificate (1)	Increase/ Decrease	Amended Certificate (2)	
	28,944,943.74	173,073.00	29,118,016.74	(4)
APPROPRIATION	Original Appropriation	Increase/ Decrease	Amended Appropriation	
Anderson	-	-	-	
Endowment for the Blind	-	-	-	
Founders	1,488,684.20	38,073.00	1,526,757.20	
Kaiser	-	-	-	
Kraley	30,000.00	-	30,000.00	
Library	20,000.00	-	20,000.00	
Pepke	-	-	-	
Wickwire	-	-	-	
Wittke	-	-	-	
Young	-	-	-	
Judd	601,218.30	-	601,218.30	
Lockwood Thompson	456,527.07	-	456,527.07	
Schweinfurth	50,000.00	-	50,000.00	
CLEVNET	6,058,917.79	-	6,058,917.79	
Stevens	25,000.00	-	25,000.00	
LSTA-OLBPD	1,987,142.17	-	1,987,142.17	
MyCom	73,157.67	-	73,157.67	
Learning Centers	-	-	-	
Tech Centers	83,741.41	135,000.00	218,741.41	
Early Literacy	416,241.45	-	416,241.45	
Rice Solar Panel System	-	-	-	
Coronavirus Relief Fund	-	-	-	
TOTAL APPROPRIATION	11,290,630.06	173,073.00	11,463,703.06	

**CLEVELAND PUBLIC LIBRARY
2023 APPROPRIATION: THIRD AMENDMENT
MARCH 16, 2023**

DEBT SERVICE FUND

CERTIFIED REVENUE	Prior Certificate (1)	Increase/ Decrease	Amended Certificate (2)
	3,301,081.12	-	3,301,081.12
APPROPRIATION	Original Appropriation	Increase/ Decrease	Amended Appropriation
DEBT SERVICE	3,294,959.20	-	3,294,959.20

CAPITAL PROJECT FUNDS

CERTIFIED REVENUE	Prior Certificate (1)	Increase/ Decrease	Amended Certificate (2)
	30,416,240.12	-	30,416,240.12 (5)
APPROPRIATION	Original Appropriation	Increase/ Decrease	Amended Appropriation
Building & Repair	1,030,772.03	94,343.95	1,125,115.98
Construction - Tax-Exempt	3,084,747.34	-	3,084,747.34
Construction - Taxable	1,179,528.29	-	1,179,528.29
TOTAL APPROPRIATION	5,295,047.66	94,343.95	5,389,391.61

**CLEVELAND PUBLIC LIBRARY
2023 APPROPRIATION: THIRD AMENDMENT
MARCH 16, 2023**

PERMANENT FUNDS

CERTIFIED REVENUE	Prior Certificate (1)	Increase/ Decrease	Amended Certificate (2)
	3,979,728.37	-	3,979,728.37 (6)

APPROPRIATION	Original Appropriation	Increase/ Decrease	Amended Appropriation
Abel			
Ambler			
Beard	8,763.00		8,763.00
Klein			
Malon/Schroeder	37,700.00		37,700.00
McDonald	9,461.00		9,461.00
Ratner			
Root			
Sugarman	5,955.00		5,955.00
Thompson			
Weidenthal			
White	50,000.00		50,000.00
Beard Anna Young	15,000.00		15,000.00
TOTAL APPROPRIATION	126,879.00	-	126,879.00

AGENCY FUNDS

CERTIFIED REVENUE	Prior Certificate (1)	Increase/ Decrease	Amended Certificate (2)
	17,280.76	-	17,280.76

APPROPRIATION	Original Appropriation	Increase/ Decrease	Amended Fund Balance/
Unclaimed Funds	12,841.42		12,841.42
CLEVNET Fines & Fees	4,439.34		4,439.34
TOTAL APPROPRIATION	17,280.76	-	17,280.76

**CLEVELAND PUBLIC LIBRARY
2023 APPROPRIATION: THIRD AMENDMENT
MARCH 16, 2023**

(1) Certificate dated February 10, 2023

(2) Certificate dated March 9, 2023

(3) \$25,890,475.80 unencumbered cash carried forward plus the repayment of advances to be made from MyCom of \$75,000 and CRF of \$128,379.60 and \$138,000 less advance out to MyCom of \$75,000 plus \$67,388,938.36 certified operating revenue produces the balance available for appropriation in 2023 (plus \$11,573,079.53 12/31/22 encumbered cash).

$(\$25,890,475.80 + \$75,000 + \$128,379.60 + \$138,000 - \$75,000 + \$67,388,938.36 = \$93,545,793.76)$

(4) \$21,187,357.99 unencumbered cash carried forward less the repayment of advances to be made from MyCom of \$75,000 and CRF of \$128,379.60 and \$138,000 plus advance in to MyCom of \$75,000 plus \$8,197,038.35 additional revenue to receive in 2023 produces the certified revenue of \$29,118,016.74.

Non-expendable principal amounts of \$2,492,057.50 in Anderson, Founders and Wickwire Funds are included in the certified fund balances, but are not available for appropriation.

$(\$29,118,016.74 - \$2,492,057.50 = \$26,625,959.24)$ available for appropriation (plus \$1,491,217.71 12/31/22 encumbered cash).

(5) \$29,214,861.77 unencumbered cash carried forward plus additional revenue of \$1,201,378.35 produces the balance available for appropriation in 2023 (plus \$36,094,156.45 12/31/22 encumbered cash).

$(\$29,214,861.77 + \$1,201,378.35 = \$30,416,240.12)$

(6) \$4,912,829.15 unencumbered cash carried forward less non-expendable principal amounts of \$933,100.78 produces the balance available for appropriation in 2023 (plus \$53,117.92 12/31/22 encumbered cash).

$(\$4,912,829.15 - \$933,100.78 = \$3,979,728.37)$

Non-expendable principal amounts of \$933,100.78 are not included in either the certified fund balances or the appropriated amounts.

RELEASE OF LEASE OBLIGATIONS AND PROPERTY DONATION AGREEMENT

This Release of Lease Obligation and Property Donation Agreement (“Agreement”) is made and entered into this ____ day of _____, 2023, (the “Effective Date”) by and between Daryl Dunn (“Donor”), and the Board of Trustees of the Cleveland Public Library, a body politic and corporate whose principal place of business is located at 325 Superior Avenue, Cleveland, Ohio 44114 (“Donee”) (collectively, the “Parties”).

RECITALS

WHEREAS, Donor is authorized to act on behalf of the fractional owners in fee simple, which owners are identified by name and fractional interest on Exhibit “A” attached hereto and incorporated by reference herein (the “Owners”), of a 1/40 interest in a twenty foot wide strip of land with permanent parcel number 101-05-006 (the “Property”), which is more fully described in the Quit-Claim Deed (the “Deed”) which is attached hereto and incorporated by reference herein as Exhibit “B”;

WHEREAS, the Owners own their respective fractional interests in the Property as heirs and/or devisees of Louise B. Boyd;

WHEREAS, one of the Owners, Rowan Boyd, has not yet achieved the age of majority as of the Effective Date and therefore lacks legal capacity to convey his 1/16th of 1/40th fractional interest in the Property (“Rowan’s Interest”) to Donee;

WHEREAS, the Owners also collectively own a 1/40 interest in a ninety-nine (99) year lease of the Property which expired in 2018 (the “Lease”) and which is attached hereto and incorporated by reference herein as Exhibit “C”;

WHEREAS, Donee is currently a tenant at sufferance following the expiration of the Lease in 2018;

WHEREAS, Donee has been a tenant under the Lease since the Lease was assigned to Donee’s predecessor in interest, the Cleveland City School District Public Library, in 1957. Under the assignment, Donee pays a total of Six Thousand Four Hundred Dollars (\$6,400.00) in rent per annum to lease the Property. Of the total rent, Donee pays \$160.00 to Donor annually. A copy of the Lease Assignment is attached hereto and incorporated by reference herein as Exhibit “D”;

WHEREAS, the Property lies directly underneath a portion of Donee’s main downtown branch known as the Louis Stokes Wing;

WHEREAS, on behalf of the Owners, Donor desires to release Donee from any and all obligations under the Lease in exchange for One Dollar (\$1.00) from Donee; and

WHEREAS, the Owners, acting through Donor, desire to donate to Donee, and Donee desires to accept as a donation the Owners' interest in the Property pursuant to the terms and conditions set forth in this Agreement.

NOW THEREFORE, for and in consideration of the mutual promises contained in this Agreement, and acknowledging the foregoing RECITALS to be true, Donor and Donee agree as follows:

Section 1. **Release of Obligations Under Lease.**

- 1.1. **Release by Donor.** In consideration for the payment of One Dollar (\$1.00) by Donee, which payment shall be paid on the Closing Date as defined in Section 5.1 through the Escrow Agent as defined in Section 4.1, and having been expressly authorized by the Owners, Donor shall forever release and discharge Donee from any and all obligations under the Lease, and from any and all claims, demands, or causes of action against Donee, its successors and assigns, arising under the Lease. Donor acknowledges and agrees that Donor's release shall be binding on the Owners and Donor's assigns, successors, heirs, legatees, and personal representatives.
- 1.2. **Release by Donee.** Upon receipt by Donor of the consideration described in Section 1.1 above, Donee shall forever release and discharge Donor and the Owners from any and all claims, demands, or causes of action against Donor and/or the Owners, and their respective successors and assigns, heirs, legatees, and personal representatives, arising under the Lease. Donee acknowledges and agrees that Donee's release shall be binding on Donee's assigns and successors.

Section 2. **Donation of the Property.**

- 2.1. **Donation and Acceptance.** Donor shall donate, convey, and transfer, and Donor shall cause to be donated, conveyed and transferred to Donee, and Donee shall receive and accept from Donor and the Owners, all of Donor's and the Owners' right, title, and interest in the Property.
- 2.2. **Donative Intent.** Donor acknowledges that Donor and the Owners intend the transfer of Donor's and the Owners' interests in the Property to Donee to be a charitable gift for the benefit of Donee.
- 2.3. **Consideration for Donation.** Notwithstanding Section 2.2 above, the above-described transfer shall be supported by consideration in the amount One Dollar (\$1.00) and the mutual releases and promises set forth in this Agreement.

Section 3. **Title Commitment.** Donee, at Donee's sole cost and expense, shall cause the Title Company as defined in Section 4.1 below to issue and deliver to Donee a title insurance policy, insuring in Donee the Owners' previous 1/40th interest in the Property (excepting therefrom Rowan's Interest) and in an amount reasonably required by Donee (the "Title Policy"). Donee shall notify Donor and Escrow Agent as defined in Section 4.1 below of any exceptions to title that are disclosed in the title commitment and that are objectionable to Donee ("Unpermitted Exceptions"), provided that Donee agrees to accept the following exceptions to title ("Permitted Exceptions"):

- 3.1. Public highways, roads, and streets;
- 3.2. Zoning and building laws, ordinances, and regulations, including building set-back lines; and
- 3.3. Such other matters of title which are acceptable to Donee in its sole discretion and approved in writing by Donee prior to Closing.

In the event that Donee notifies Donor of any Unpermitted Exceptions, Donor shall have a period of thirty (30) days thereafter to cure or remove the Unpermitted Exceptions. Upon the expiration of such thirty (30) day period, Escrow Agent shall notify Donor and Donee as to whether or not the Title Company is then in a position to issue the Title Policy without showing the Unpermitted Exceptions as exceptions to title. If Escrow Agent notifies the Parties that the Title Company will not issue the Title Policy without Unpermitted Exceptions, then Donee, by notice delivered to Donor and Escrow Agent within fifteen (15) days after Donee's receipt of notice from Escrow Agent of the Title Company's refusal to issue the Title Policy, may in its sole discretion: (A) waive the Unpermitted Exceptions thus deeming them to constitute Permitted Exceptions; or (B) terminate this Agreement, as contemplated by Section 11.2 below.

Section 4. **Escrow.**

- 4.1. **Escrow Agent.** The Parties acknowledge and agree that that Ohio Real Title Agency, LLC (the "Title Company") will serve as escrow agent (the "Escrow Agent") according to the instructions contained in Section 4.3 below.
- 4.2. **Deposits to Escrow.**
 - 4.2.1. **Deposits by Donor.** On or before the Closing Date as defined in Section 5.1 below, Donor shall deposit with Escrow Agent Donor's fully-executed Deed conveying to Donee the Owners' prior fractional interests in the

Property (excepting Rowan's Interest). Donor agrees to cause Rowan Boyd to convey Rowan's Interest to Donee by Quit-Claim Deed promptly after Rowan Boyd attains the legal capacity to do so.

4.2.2. **Deposits by Donee.** On or before the Closing Date as defined in Section 5.1 below, Donee shall deposit with Escrow Agent:

4.2.2.1. One Dollar (\$1.00) in consideration for Donor's release of claims against Donee arising under the Lease;

4.2.2.2. One Dollar (\$1.00) in consideration for Donor's donation of the Property;

4.2.2.3. A completed Statement of Reason for Exemption from Real Property Conveyance Fee form which is attached hereto and incorporated by reference herein as Exhibit "E" (the "Exemption Form"), showing the conveyance to be exempt pursuant to section (a) of the Exemption Form; and

4.2.2.4. Such funds related to reimbursement as required in Section 5.4.1 and other instruments in recordable form as reasonably may be required by Escrow Agent as a condition of closing.

4.2.3. **Executed Agreement.** Upon the execution of this Agreement, which the Parties shall execute in triplicate, the Parties shall cause one (1) fully-executed copy of this Agreement to be deposited with Escrow Agent.

4.3. **Actions by Escrow Agent.** On the Closing Date as defined in Section 5.1 below, if all the funds and documents set forth in Sections 4.2.1, 4.2.2, and 4.2.3 above have been delivered to Escrow Agent and if all other conditions to Donee's obligation to consummate the transaction contemplated by this Agreement have been satisfied or waived in writing by Donee, then Escrow Agent shall:

4.3.1. Cause the Deed to be filed for record in the Cuyahoga County, Ohio, Records;

4.3.2. Cause the issuance and delivery to Donee of the Title Policy;

4.3.3. Deliver to Donor One Dollar (\$1.00) in consideration for Donor's release of claims under the Lease; and One Dollar (\$1.00) in consideration for Donor's donation of the Property;

4.3.4. Charge the cost of recording any instruments required in order to clear title of all exceptions to title other than Permitted Exceptions to Donee; and

- 4.3.5. Charge the escrow fee, the cost of the title examination, the title insurance premium for the Title Policy, and all other sums properly chargeable against Donee as set forth in Section 5.4 and as customarily charged to Donee in accordance with common escrow practices in Cuyahoga County, except as otherwise specifically provided herein to the contrary, to Donee.
- 4.3.6. Deliver to Donor any funds as required in Section 5.4.1 and deposited with the Escrow Agent pursuant to Section 4.2.2.4 above.

4.4. **Escrow Agent's Actions in the Event of Termination.**

- 4.4.1. If this Agreement is terminated prior to the Closing Date as described in Section 11.1 below due to the default of one of the Parties, then Escrow Agent shall charge to the account of the defaulting Party the escrow fee, the cost of the title examination and title commitment, if completed, and all other sums properly chargeable by Escrow Agent. Escrow Agent shall also, after charging the defaulting Party as described above, return to the Parties all respective funds and documents.
- 4.4.2. If this Agreement is terminated prior to the Closing Date in accordance with Section 11.2 below due to any incurable or unwaived Unpermitted Exceptions to title, then Escrow Agent shall return to the Parties the respective funds and documents deposited by them, and the Parties shall be released from all obligations and liabilities otherwise thereafter accruing hereunder except that Donee shall pay to Escrow Agent its escrow fee, the cost, if any, of the title examination and Title Policy, and all other sums properly payable by Escrow Agent.

Section 5. **Closing and Possession.**

- 5.1. **Closing Date.** The transfer of title to the Property hereunder by the filing of the Deed for record (the "Closing") shall take place on a date agreed to by the Parties on or before _____, 2023 (the "Closing Date"), contingent upon the final satisfaction or waiver by Donee of all conditions to Donee's obligation to consummate the transaction as set forth herein. If all such conditions are not satisfied or waived by Donee at the Closing Date, then Donee, at Donee's sole discretion, may postpone the Closing Date until such time as all conditions are satisfied or waived.
- 5.2. **Location of Closing.** The Closing shall be held at such time and place in Cuyahoga County, Ohio as Donee may designate.

- 5.3. **Conditions to Closing.** In addition to the conditions provided elsewhere in this Agreement, the obligation of the Parties to consummate the transaction contemplated by this Agreement shall be subject to the satisfaction or waiver in writing by Donee of each of the following conditions on or before the Closing Date:
- 5.3.1. Title Company shall be in a position to issue to Donee, dated as of the time of Closing, the Title Policy; and
- 5.3.2. At least ten (10) days before the Closing Date, the Board of Trustees of the Cleveland Public Library shall have adopted a Resolution accepting conveyance of the Property and approving the terms of this Agreement.
- 5.4. **Closing Costs and Expenses.** At Closing, Donee shall pay:
- 5.4.1 Subject to submission of an invoice by the Donor, up to Seven Thousand Five Hundred Dollars (\$7,500) as reimbursement for Donor's legal fees incurred in connection with the transfer of the Owners' prior interests in the Property to Donor, obtaining Probate Court approval of the conveyance of the Property, and recording of the Deed and any and all other recorded instruments executed or delivered at Closing;
- 5.4.2 The title insurance fees, costs, and premiums as contemplated by Section 3 above; and
- 5.4.3 Any and all transfer fees and conveyance fees in connection with the sale of the Property.
- 5.5. **Possession and Closing.** Donor shall deliver to Donee possession of Donor's interest in the Property on the Closing Date.

Section 6. **Representations and Warranties.**

- 6.1. **Donor's Representations and Warranties.** Donor represents and warrants to Donee that, to the best of Donor's knowledge and information, the following statements are true on the Effective Date of this Agreement, will be true on the Closing Date, and shall survive the Closing:
- 6.1.1. Donor owns a $\frac{1}{40}$ fee simple interest in the Property, excluding Rowan's Interest;
- 6.1.2. Donor owns a $\frac{1}{40}$ interest in the Lease and its proceeds, excluding Rowan's Interest;

- 6.1.3. Donor has all power and authority legally necessary to enter into this Agreement, to execute and deliver all closing documents, to donate the Property in accordance with the terms and conditions of this Agreement, and to release and discharge Donee from any and all obligations and claims arising under the Lease;
 - 6.1.4. Donor has neither pledged nor mortgaged her interest in the Property;
 - 6.1.5. There is no current, threatened, proposed, or contemplated litigation, action, administrative proceeding or assessment (including, without limitation, eminent domain proceedings or public improvement assessments) against the Property or Donor which would adversely affect the Property or Donor's ability to perform her obligations under this Agreement or under any documents executed by Donor pursuant to this Agreement;
 - 6.1.6. Donor is not a "foreign person" under Internal Revenue Code Section 1445 and any related regulations;
 - 6.1.7. Donor has not received any written notice to the effect that any condemnation or involuntary rezoning proceedings are pending or threatened with respect to the Property;
 - 6.1.8. Donor has not received written notice of any violation of any laws affecting any portion of the Property issued by a governmental entity that remains uncured and, to the knowledge of Donor, has not violated in any material respect or failed to comply in any material respect with any laws; and
 - 6.1.9. There are no undisclosed legal or equitable interests in the Property arising out of any agreements to which Donor is a party and which are not of record, are not set forth in this Agreement, and could be binding upon Donee at or subsequent to Closing.
- 6.2. **Donee's Representations and Warranties.** Donee represents and warrants to Donor that, to the best of Donee's knowledge and information, the following statements are true on the Effective Date of this Agreement and will be true on the Closing Date:
- 6.2.1. Upon obtaining a resolution of the Board of Trustees of the Cleveland Public Library accepting conveyance of the Property and the terms of this Agreement, Donee and its representatives shall have all power and authority legally necessary to enter into and perform this Agreement; and

6.2.2. Donee knows of no action, suit, or proceeding, pending or threatened against Donee which, if determined against Donee, would adversely and materially affect Donee's ability to perform its obligations under this Agreement.

Section 7. **Notices and Communications.** All notices, consents, requests, demands and other communications required by this Agreement shall be in writing and shall be deemed to have been duly given to a Party five (5) business days after same shall have been sent by certified mail to the recipient at the address set forth below:

If to Donor, to:

Daryl Dunn
104 Morningview Park Street
Houston, TX 77024

With a copy to:

Bruce L. Waterhouse, Jr., Esq.
Nicola, Gudbranson & Cooper, LLC
Landmark Office Towers
Republic Building – Suite 1400
25 West Prospect Avenue
Cleveland, Ohio 44115

If to Donee, to:

Felton Thomas, Jr.
Executive Director, CEO
Cleveland Public Library
325 Superior Avenue
Cleveland, Ohio 44114

With a copy to:

Bryan Szalewski, Esq.
Director of Legal Affairs
Cleveland Public Library
325 Superior Avenue
Cleveland, Ohio 44114

- Section 8. **Deductibility.** Donor acknowledges that while Donee intends to cooperate with Donor in Donor's efforts to consummate the gift contemplated by this Agreement, Donee offers no advice or assurance that any tax deduction will be available to Donor.
- Section 9. **No Real Estate Brokers.** Donor and Donee each represent and warrant to the other that no broker, finder, real estate agent, or other person has acted for such Party so as to entitle such broker, finder, agent, or other person to any commission in connection with the donation of the Property to Donee. If for any reason any such commission shall become due, then the Party dealing with such broker, finder, agent, or other person shall pay any such commission.
- Section 10. **Claims and Liabilities to Property.** Donor agrees that, immediately following the execution of this Agreement, Donor shall not pledge, mortgage, encumber, or in any way cause the Property to be subject to any claims or liabilities. If Donor in any way causes the Property to be subject to any claim or liability prior to Closing then Donor shall promptly notify Donee. Any such claim or liability existing at Closing shall be considered an Unpermitted Exception as defined in Section 3 above.
- Section 11. **Termination.**
- 11.1. **Termination for Default.** Either Party may, by written notice to the other Party, terminate this Agreement on the basis of the other Party's default of any obligation hereunder if such default remains uncured for a period of thirty (30) days following written notice of the default.
- 11.2. **Termination for Incurable Unpermitted Exceptions.** Donee may, in its sole discretion and by written notice to Donor, terminate this Agreement in the event that Donor is unable to cure any Unpermitted Exception as defined in Section 3 above or Donee is unwilling to waive any Unpermitted Exception.
- Section 12. **Miscellaneous.**
- 12.1. **Successors and Assigns.** This Agreement shall inure to the benefit of and be binding upon the Parties hereto and their respective heirs, personal representatives, successors, and assigns.
- 12.2. **Choice of Law.** This Agreement shall be construed, governed, and enforced in accordance with the laws of the State of Ohio.
- 12.3. **Waiver.** No failure on the part of either Party to exercise and no delay in exercising any right, power, or privilege hereunder operates as a waiver thereof; nor does any

single or partial exercise of any right, power, or privilege hereunder preclude any other or further exercise thereof; or the exercise of any other right, power, or privilege.

- 12.4 **Entire Agreement.** This Agreement constitutes the entire agreement between the Parties pertaining to the subject matter hereof and supersedes any and all prior agreements, proposals, letters of intent, understandings, negotiations, and discussions of the Parties, whether oral or written, relating to the subject matter hereof, and shall be binding on the Parties' respective successors and permitted assigns.
- 12.5. **Amendments.** Any modifications of this Agreement shall be made only in writing, signed by the duly authorized representatives of both Parties, and a copy shall be attached to the original Agreement.
- 12.6. **Severability of Provisions.** If any part of this Agreement is found by a court of competent jurisdiction or other competent authority, to be invalid, unlawful, or unenforceable, then such part shall be severed from the remainder of this Agreement which shall continue to be valid and enforceable to the fullest extent permitted by law.
- 12.7. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. This Agreement shall be deemed to have been executed and delivered by either party upon that party's delivery of a digital image hereof signed by the party attached to an e-mail received by the other party, with the same effect as delivery of a signed original.
- 12.8. **Exhibits.** The following exhibits are attached to this Agreement and incorporated herein by reference:
- 12.8.1. Exhibit "A"—The Owners;
 - 12.8.2. Exhibit "B"— The Deed;
 - 12.8.3. Exhibit "C"— The 1919 Lease;
 - 12.8.4. Exhibit "D"— The 1957 Lease Assignment; and
 - 12.8.5. Exhibit "E"—The Exemption Form.

[Signature page follows.]

[Signature page for Release of Lease Obligations and Property Donation Agreement.]

IN WITNESS WHEREOF, Donor and Donee have executed this Agreement as of the Effective Date.

DONEE: BOARD OF TRUSTEES OF THE
 CLEVELAND PUBLIC LIBRARY

Felton Thomas, Jr.
Executive Director, CEO

DONOR:

Daryl Dunn

**Exhibit A
The Owners**

Daryl Dunn	$1/4^{\text{th}}$ of $1/40^{\text{th}}$
David R. Boyd	$1/4^{\text{th}}$ of $1/40^{\text{th}}$
Christopher G. Boyd	$1/4^{\text{th}}$ of $1/40^{\text{th}}$
Hannah L. Losey	$1/16^{\text{th}}$ of $1/40^{\text{th}}$
Rhys Dunn	$1/16^{\text{th}}$ of $1/40^{\text{th}}$
Rebecca B. Dunn	$1/16^{\text{th}}$ of $1/40^{\text{th}}$
Rowan Boyd	$1/16^{\text{th}}$ of $1/40^{\text{th}}$

Exhibit B
The Deed

Exhibit C
The 1919 Lease

Exhibit D
The 1957 Lease Assignment

Exhibit E
The Exemption Form

Exhibit "A"

Vendor	Model	Dimensions	Price Each
Brodart	Bretford Duro Series Welded Steel Book Trucks with Three Flat Shelves	43" H x 36" W x 18" D	\$881.40
Demco	LibraryQuiet Atlas 3 Flat Shelf Booktruck	44-½" H x 38" W x 17" D	\$619.99
Gaylord	3-Tier Flat Shelf Steel Book Truck*	50" H x 56" W x 22" D	\$1,399.00
The Library Store	BioFit Book Truck - 3 Flat Shelves	43" H x 28" W x 17" D	\$742.95

*This is the only book truck that Gaylord sells that comes close to CPL's specifications.

CLEVELAND PUBLIC LIBRARY
MONTHLY FINANCIAL STATEMENT OF FISCAL OFFICER TO BOARD OF LIBRARY TRUSTEES
FOR THE PERIOD FEBRUARY 1 – FEBRUARY 28, 2023

Carrie Kennedy

FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES

Cleveland Public Library
Revenues, Expenditures and Changes in Fund Balance
For the Period Ending February 28, 2023

	General Fund	Special Revenue	Debt Service	Capital Projects	Permanent	Agency	Total
41 Taxes	14,733,000.00	0.00	0.00	0.00	0.00	0.00	14,733,000.00
42 Intergovernmental	4,999,248.77	445,809.84	0.00	0.00	0.00	0.00	5,445,058.61
43 Fines & Fees	27,232.08	0.00	0.00	0.00	0.00	0.00	27,232.08
44 Investment Earnings	193,326.50	105,002.97	2,426.99	146,305.96	10,137.90	0.00	457,200.32
45 Charges for Services	0.00	2,053,666.74	0.00	0.00	0.00	0.00	2,053,666.74
46 Contributions & Donations	0.00	116,346.00	0.00	900,000.00	0.00	0.00	1,016,346.00
48 Miscellaneous Revenue	8,744.86	0.00	0.00	0.00	0.00	17,749.31	26,494.17
Total Revenues	\$ 19,961,552.21	\$ 2,720,825.55	\$ 2,426.99	\$ 1,046,305.96	\$ 10,137.90	\$ 17,749.31	\$ 23,758,997.92
51 Salaries/Benefits	5,966,837.95	481,693.96	0.00	0.00	2,723.16	0.00	6,451,255.07
52 Supplies	110,716.29	59,435.41	0.00	309.40	1,045.00	0.00	171,506.10
53 Purchased/Contracted Services	2,420,019.59	1,381,989.33	0.00	2,296.33	1,282.00	0.00	3,805,587.25
54 Library Materials	677,961.41	51,967.30	0.00	0.00	0.00	0.00	729,928.71
55 Capital Outlay	296,129.22	17,486.28	0.00	2,374,662.13	0.00	0.00	2,688,277.63
56 Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00
57 Miscellaneous Expenses	41,244.66	1,595.06	0.00	0.00	0.00	11,646.42	54,486.14
Total Expenditures	\$ 9,512,909.12	\$ 1,994,167.34	\$ 0.00	\$ 2,377,267.86	\$ 5,050.16	\$ 11,646.42	\$ 13,901,040.90
Revenue Over/(Under) Expenditures	\$ 10,448,643.09	\$ 726,658.21	\$ 2,426.99	\$(1,330,961.90)	\$ 5,087.74	\$ 6,102.89	\$ 9,857,957.02
95 Notes Issued	0.00	0.00	0.00	0.00	0.00	0.00	0.00
98 Advances	128,379.60	(128,379.60)	0.00	0.00	0.00	0.00	0.00
99 Transfers	(3,282,149.90)	0.00	3,282,149.90	0.00	0.00	0.00	0.00
Total Other Sources / Uses	\$(3,153,770.30)	\$(128,379.60)	\$ 3,282,149.90	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Revenue & Other Sources Over/ (Under) Expenditures & Other Uses	\$ 7,294,872.79	\$ 598,278.61	\$ 3,284,576.89	\$(1,330,961.90)	\$ 5,087.74	\$ 6,102.89	\$ 9,857,957.02
Beginning Year Cash Balance	\$ 37,463,555.33	\$ 22,678,575.70	\$ 0.00	\$ 65,309,018.22	\$ 4,965,947.07	\$ 17,280.76	\$ 130,453,308.30
Current Cash Balance	\$ 44,758,271.06	\$ 23,276,854.31	\$ 3,303,508.11	\$ 63,978,056.32	\$ 4,971,034.81	\$ 23,383.65	\$ 140,311,108.26

Cleveland Public Library
Certified Revenue, Appropriations and Balances
General Fund
For the Period Ending February 28, 2023

	<u>Certified Revenue (1)</u>	<u>Income To Date</u>	<u>Balance</u>	<u>Percent To Date</u>	<u>Percent Prior Year</u>
PLF State Income Tax	27,878,205	4,999,249	22,878,957	18%	19%
General Property Tax	35,173,443	14,733,000	20,440,443	42%	47%
Rollback, Homestead, CAT	2,500,000	0	2,500,000	0%	0%
Fines & Fees	149,570	27,232	122,338	18%	16%
Investment Earnings	911,700	193,327	718,374	21%	10%
Miscellaneous	776,020	8,745	767,275	1%	1%
Return of Advances Out	0	203,380	(203,380)		
Total	\$ 67,388,938	\$ 20,164,932	\$ 47,224,007	30%	34%

	<u>Appropriation(2)</u>	<u>Expended/ Encumbered</u>	<u>Balance</u>	<u>Percent To Date (3)</u>	<u>Percent Prior Year</u>
Salaries/Benefits	43,163,979	6,018,975	37,145,004	14%	15%
Supplies	871,927	236,748	635,179	27%	26%
Purchased Services	14,177,717	7,600,938	6,576,779	54%	56%
Library Materials	13,622,742	6,877,957	6,744,785	50%	44%
Capital Outlay	1,552,758	435,378	1,117,380	28%	32%
Other	178,041	74,441	103,600	42%	50%
Subtotal	\$ 73,567,164	\$ 21,244,437	\$ 52,322,727	29%	29%
Advances Out	0	75,000	(75,000)		
Transfers Out	3,282,150	3,282,150	0	100%	100%
Total	\$ 76,849,314	\$ 24,601,587	\$ 52,247,727	32%	36%

Note (1): Certificate from Cuyahoga County Budget Commission dated February 10, 2023.

Note (2): Total Amended Appropriation of \$65,276,234.37 plus carried forward encumbrance of \$11,573,079.53.

Note (3): Subtotal includes 13% expended and 16% encumbered.

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending February 28, 2023

		<u>Current Year Appropriation</u>	<u>Total Appropriated Funds</u>	<u>Current Year Expenditures</u>	<u>Encumbered and Unpaid</u>	<u>Unencumbered Balance</u>
51110	Professional Salaries	13,608,298.31	14,080,768.80	1,930,459.88	0.00	12,150,308.92
51120	Clerical Salaries	10,300,354.57	10,650,010.84	1,408,723.72	0.00	9,241,287.12
51130	Non-Clerical Salaries	956,721.48	983,927.02	109,635.87	0.00	874,291.15
51140	Buildings Salaries	5,306,453.86	5,492,253.26	753,860.71	0.00	4,738,392.55
51150	Other Salaries	496,581.15	509,990.63	65,502.40	0.00	444,488.23
51180	Severance Pay	0.00	136,862.30	145,387.79	0.00	(8,525.49)
51190	Non-Base Pay	355,054.37	386,141.10	86,439.50	0.00	299,701.60
51400	OPERS	4,342,358.28	4,494,485.63	613,432.78	0.00	3,881,052.85
51610	Health Insurance	5,262,248.65	5,446,600.97	737,101.27	0.00	4,709,499.70
51611	Dental Insurance	216,579.66	232,855.17	32,362.82	0.00	200,492.35
51612	Vision Insurance	17,029.03	17,031.12	2,359.00	0.00	14,672.12
51620	Life Insurance	28,347.46	30,929.45	5,158.45	0.00	25,771.00
51625	Short Term Disability Insuranc	46,909.12	48,952.96	8,148.54	0.00	40,804.42
51630	Workers Compensation	82,443.87	93,890.89	7,433.98	0.00	86,456.91
51640	Unemployment Compensation	25,000.00	61,751.37	0.00	36,751.37	25,000.00
51650	Medicare - ER	420,553.67	437,408.91	60,831.17	253.79	376,323.95
51900	Other Benefits	21,861.78	35,118.47	0.07	13,256.69	21,861.71
51920	Employee Reimbursement Benefi	25,000.00	25,000.00	0.00	1,875.00	23,125.00
	Salaries/Benefits	\$41,511,795.26	\$43,163,978.89	\$ 5,966,837.95	\$ 52,136.85	\$ 37,145,004.09
52110	Office Supplies	30,545.00	31,163.00	649.42	2,333.37	28,180.21
52120	Stationery	35,750.00	40,026.37	6,255.00	1,778.40	31,992.97
52130	Duplication Supplies	22,500.00	24,604.76	1,395.17	156.12	23,053.47
52140	Hand Tools	500.00	500.00	(13.76)	0.00	513.76
52150	Book Repair Supplies	46,600.00	51,986.19	6,743.69	876.96	44,365.54

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending February 28, 2023

		<u>Current Year Appropriation</u>	<u>Total Appropriated Funds</u>	<u>Current Year Expenditures</u>	<u>Encumbered and Unpaid</u>	<u>Unencumbered Balance</u>
52210	Janitorial Supplies	115,800.00	116,124.60	10,105.08	12,851.57	93,167.95
52220	Electrical Supplies	60,000.00	67,936.56	11,832.27	4,155.49	51,948.80
52230	Maintenance Supplies	203,000.00	221,540.20	19,146.67	23,729.16	178,664.37
52240	Uniforms	39,900.00	45,724.25	5,662.25	1,406.50	38,655.50
52300	Motor Vehicle Supplies	65,000.00	72,953.64	10,851.10	62,141.74	(39.20)
52900	Other Supplies	164,117.00	199,367.63	38,089.40	16,602.68	144,675.55
	Supplies	\$783,712.00	\$871,927.20	\$ 110,716.29	\$ 126,031.99	\$ 635,178.92
53100	Travel/Meetings	75,000.00	109,975.93	1,018.17	35,408.12	73,549.64
53210	Telecommunications	276,360.00	304,190.97	43,380.99	241,584.00	19,225.98
53230	Postage/Freight	54,100.00	63,919.18	13,369.39	51,387.15	(837.36)
53240	PR/Other Communications	218,000.00	345,095.28	43,107.44	91,142.02	210,845.82
53310	Building Repairs	575,000.00	759,964.03	95,124.99	146,085.44	518,753.60
53320	Machine Repairs	44,000.00	52,164.62	4,660.40	4,798.50	42,705.72
53340	Building Maintenance	568,075.00	853,128.24	108,415.85	182,440.49	562,271.90
53350	Machine Maintenance	156,406.42	212,774.55	6,075.35	53,598.23	153,100.97
53360	Computer Maintenance	340,732.22	400,425.41	63,872.13	11,178.03	325,375.25
53370	Motor Vehicle Repairs/Maint	27,000.00	33,658.73	7,488.86	29,056.46	(2,886.59)
53380	Contract Security	815,000.00	1,597,833.19	508.00	782,325.19	815,000.00
53390	Landscaping	85,000.00	89,382.00	0.00	4,382.00	85,000.00
53400	Insurance	562,207.00	562,207.00	0.00	0.00	562,207.00
53510	Rent/Leases	137,204.33	164,999.93	18,549.65	106,157.02	40,293.26
53520	Equipment Rental	31,415.72	38,237.85	987.68	10,834.45	26,415.72
53610	Electricity	1,501,000.00	1,655,692.29	272,084.06	1,330,858.23	52,750.00
53620	Gas	221,000.00	244,340.69	69,013.10	147,402.59	27,925.00

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending February 28, 2023

		<u>Current Year Appropriation</u>	<u>Total Appropriated Funds</u>	<u>Current Year Expenditures</u>	<u>Encumbered and Unpaid</u>	<u>Unencumbered Balance</u>
53630	Chilled Water	677,821.00	818,288.64	30,503.37	787,785.27	0.00
53640	Water/Sewer	157,000.00	195,545.93	21,911.84	164,455.09	9,179.00
53710	Professional Services	1,892,715.79	2,613,170.11	119,664.06	772,939.89	1,720,566.16
53720	Auditors Fees	925,800.00	1,024,996.60	0.00	99,196.60	925,800.00
53730	Bank Service Charges	10,260.00	10,260.00	1,291.22	0.00	8,968.78
53800	Library Material Control	305,750.00	474,573.20	48,037.68	122,345.53	304,189.99
53900	Other Purchased Services	1,552,071.79	1,552,892.79	1,450,955.36	5,558.50	96,378.93
	Purchased/Contracted Services	\$11,208,919.27	\$14,177,717.16	\$ 2,420,019.59	\$ 5,180,918.80	\$ 6,576,778.77
54110	Books	1,976,000.00	3,721,313.14	148,085.78	1,854,708.14	1,718,519.22
54120	Continuations	341,500.00	827,452.58	58,291.48	434,073.66	335,087.44
54210	Periodicals	755,000.00	1,048,136.42	44,852.64	232,355.33	770,928.45
54220	Microforms	17,550.00	45,323.00	0.00	28,493.00	16,830.00
54310	Video Media	1,085,000.00	1,857,672.15	40,796.91	733,386.64	1,083,488.60
54320	Audio Media - Spoken	55,100.00	133,680.61	1,708.04	81,588.59	50,383.98
54325	Audio Media - Music	122,550.00	221,598.85	5,094.94	96,254.19	120,249.72
54500	Database Services	885,000.00	1,652,178.19	130,374.86	632,631.77	889,171.56
54530	eMedia	1,675,414.37	3,484,012.48	231,041.44	1,732,748.63	1,520,222.41
54600	Interlibrary Loan	8,138.00	8,764.16	972.38	4,153.86	3,637.92
54710	Bookbinding	30,000.00	39,890.86	2,351.90	37,538.96	0.00
54720	Preservation Services	40,650.00	63,690.08	11,505.00	23,040.08	29,145.00
54730	Preservation Boxing	8,000.00	10,342.88	2,339.04	0.00	8,003.84
54790	Preservation Reformatting	25,811.63	29,381.50	547.00	3,022.87	25,811.63
54905	Other LM-Hotspots	150,000.00	479,305.55	0.00	306,000.00	173,305.55
	Library Materials	\$7,175,714.00	\$13,622,742.45	\$ 677,961.41	\$ 6,199,995.72	\$ 6,744,785.32

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending February 28, 2023

	<u>Current Year Appropriation</u>	<u>Total Appropriated Funds</u>	<u>Current Year Expenditures</u>	<u>Encumbered and Unpaid</u>	<u>Unencumbered Balance</u>
55510 Furniture	157,932.00	195,736.27	5,901.27	38,114.20	151,720.80
55520 Equipment	224,285.98	332,250.05	29,951.74	96,443.28	205,855.03
55530 Computer Hardware	320,200.00	577,080.94	253,801.75	4,691.07	318,588.12
55540 Software	351,216.00	351,216.00	0.00	0.00	351,216.00
55700 Motor Vehicles	90,000.00	96,474.46	6,474.46	0.00	90,000.00
Capital Outlay	\$1,143,633.98	\$1,552,757.72	\$ 296,129.22	\$ 139,248.55	\$ 1,117,379.95
57100 Memberships	100,109.96	101,759.96	39,574.54	17,632.42	44,553.00
57200 Taxes	7,200.00	12,484.45	850.13	11,634.32	0.00
57500 Refunds/Reimbursements	63,000.00	63,796.17	819.99	3,929.12	59,047.06
Miscellaneous Expenses	\$170,309.96	\$178,040.58	\$ 41,244.66	\$ 33,195.86	\$ 103,600.06
59810 Advances Out	0.00	0.00	75,000.00	0.00	(75,000.00)
Advances	\$0.00	\$0.00	\$ 75,000.00	\$ 0.00	\$(75,000.00)
59900 Transfers Out	3,282,149.90	3,282,149.90	3,282,149.90	0.00	0.00
Transfers	\$3,282,149.90	\$3,282,149.90	\$ 3,282,149.90	\$ 0.00	\$ 0.00
TOTAL	\$65,276,234.37	\$76,849,313.90	\$ 12,870,059.02	\$ 11,731,527.77	\$ 52,247,727.11

Cleveland Public Library
Revenue, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2023

	<u>Beginning Year Balance</u>	<u>Year to Date Receipts</u>	<u>Year to Date Expenditures</u>	<u>Year to Date Encumbrances</u>	<u>Unencumbered Balance</u>
101 General Fund	37,463,555.33	20,164,931.81	12,870,059.02	11,731,527.77	33,026,900.35
Total General Fund	\$ 37,463,555.33	\$ 20,164,931.81	\$ 12,870,059.02	\$ 11,731,527.77	\$ 33,026,900.35
201 Anderson	424,347.16	0.00	0.00	0.00	424,347.16
202 Endowment for the Blind	3,318,363.09	0.00	0.00	0.00	3,318,363.09
203 Founders	5,655,226.62	195,180.54	146,859.89	179,954.24	5,523,593.03
204 Kaiser/Brunckhart	163,598.59	0.00	0.00	0.00	163,598.59
205 Kralej	222,380.69	1,961.42	2,000.00	9,000.00	213,342.11
206 Library	224,135.52	857.51	0.00	23.94	224,969.09
207 Pepke	194,563.84	0.00	0.00	0.00	194,563.84
208 Wickwire	1,994,711.91	0.00	0.00	0.00	1,994,711.91
209 Wittke	123,811.42	0.00	0.00	0.00	123,811.42
210 Young	6,345,312.81	(8,078.96)	0.00	0.00	6,337,233.85
226 Judd	367,670.96	0.00	28,107.92	34,993.93	304,569.11
228 Lockwood Thompson Memorial	301,060.82	0.00	61,651.19	199,893.85	39,515.78
230 Schweinfurth	265,993.72	0.00	0.00	27,500.00	238,493.72
231 CLEVNET	2,015,753.58	2,053,666.74	1,555,030.96	1,852,960.75	661,428.61
232 Stevens Employee Engagement	257,732.90	0.00	0.00	0.00	257,732.90
251 OLBPD-Library for the Blind	535,899.66	251,366.00	177,599.46	24,646.75	585,019.45
254 MyCom	2,790.61	141,064.84	75,007.08	110.18	68,738.19
257 Tech Centers	81,293.73	0.00	11,795.10	3,749.27	65,749.36
258 Early Literacy	78,417.66	31,377.29	11,115.74	670.17	98,009.04
259 Rice Solar Panel System	105,510.41	51.17	0.00	104,914.32	647.26
260 Coronavirus Relief Fund	0.00	128,379.00	128,379.60	0.00	(0.60)
Total Special Revenue Funds	\$ 22,678,575.70	\$ 2,795,825.55	\$ 2,197,546.94	\$ 2,438,417.40	\$ 20,838,436.91

Cleveland Public Library
Revenue, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2023

	<u>Beginning Year Balance</u>	<u>Year to Date Receipts</u>	<u>Year to Date Expenditures</u>	<u>Year to Date Encumbrances</u>	<u>Unencumbered Balance</u>
301 Debt Service	18,931.22	3,284,576.89	0.00	0.00	3,303,508.11
Total Debt Service Fund	\$ 18,931.22	\$ 3,284,576.89	\$ 0.00	\$ 0.00	\$ 3,303,508.11
401 Building & Repair	35,338,899.37	900,000.00	321,481.15	10,226,931.72	25,690,486.50
402 Construction - Tax-Exempt	20,619,754.73	123,634.99	1,860,310.19	16,020,301.35	2,862,778.18
403 Construction - Taxable	9,350,364.12	22,670.97	195,476.52	7,648,014.02	1,529,544.55
Total Capital Project Funds	\$ 65,309,018.22	\$ 1,046,305.96	\$ 2,377,267.86	\$ 33,895,247.09	\$ 30,082,809.23
501 Abel	313,163.66	(500.24)	0.00	0.00	312,663.42
502 Ambler	3,409.12	0.00	0.00	0.00	3,409.12
503 Beard	63,715.13	941.87	972.00	5,858.00	57,827.00
504 Klein	8,058.75	0.00	0.00	0.00	8,058.75
505 Malon/Schroeder	373,239.27	2,806.17	2,723.16	200.00	373,122.28
506 McDonald	264,547.58	1,457.93	310.00	0.00	265,695.51
507 Ratner	137,374.20	0.00	0.00	0.00	137,374.20
508 Root	59,121.80	0.00	0.00	0.00	59,121.80
509 Sugarman	251,836.73	0.00	1,045.00	500.00	250,291.73
510 Thompson	187,791.92	0.00	0.00	0.00	187,791.92
511 Weidenthal	9,975.68	0.00	0.00	0.00	9,975.68
512 White	3,016,916.99	5,432.17	0.00	50,882.13	2,971,467.03
513 Beard Anna Young	119,021.68	0.00	0.00	0.00	119,021.68
514 Paulson	157,774.56	0.00	0.00	0.00	157,774.56
Total Permanent Funds	\$ 4,965,947.07	\$ 10,137.90	\$ 5,050.16	\$ 57,440.13	\$ 4,913,594.68
901 Unclaimed Funds	12,841.42	3,264.50	0.00	0.00	16,105.92
905 CLEVNET Fines & Fees	4,439.34	14,484.81	11,646.42	0.00	7,277.73
Total Agency Funds	\$ 17,280.76	\$ 17,749.31	\$ 11,646.42	\$ 0.00	\$ 23,383.65
Total All Funds	\$ 130,453,308.30	\$ 27,319,527.42	\$ 17,461,570.40	\$ 48,122,632.39	\$ 92,188,632.93

Cleveland Public Library
Year-To-Date Budget Report
Construction - Tax-Exempt Fund 402
For the Period Ending February 28, 2023

		Original Budget	Revised Budget	YTD Actual	Encumbered and Unpaid	Available Balance
44400	Investment Earnings (Capital)	0.00	-223,250.78	-123,634.99	0.00	-99,615.79
	Investment Earnings	0.00	-223,250.78	-123,634.99	0.00	-99,615.79
52900	Other Supplies	0.00	22,290.33	309.40	20,823.90	1,157.03
	Supplies	0.00	22,290.33	309.40	20,823.90	1,157.03
53710	Professional Services	0.00	1,947.23	1,705.93	0.00	241.30
	Purchased/Contracted Services	0.00	1,947.23	1,705.93	0.00	241.30
55100	Land	0.00	138,134.90	0.00	138,134.90	0.00
55300	Construction/Improvements	0.00	19,558,900.50	1,593,646.79	15,243,926.89	2,721,326.82
55510	Furniture	0.00	658,036.35	108,247.50	383,115.81	166,673.04
55520	Equipment	0.00	289,573.42	128,413.57	161,159.85	0.00
55530	Computer Hardware	0.00	120,872.00	27,987.00	73,140.00	19,745.00
	Capital Outlay	0.00	20,765,517.17	1,858,294.86	15,999,477.45	2,907,744.86
	TOTAL Revenues	0.00	-223,250.78	-123,634.99		-99,615.79
	TOTAL Expenditures	0.00	20,789,754.73	1,860,310.19	16,020,301.35	2,909,143.19

Prior Fund Balance	20,619,754.73
Change in Fund Balance	(1,736,675.20)
Current Fund Balance	18,883,079.53

Cleveland Public Library
Year-To-Date Budget Report
Construction - Taxable Fund 403
For the Period Ending February 28, 2023

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>YTD Actual</u>	<u>Encumbered and Unpaid</u>	<u>Available Balance</u>
44400 Investment Earnings (Capital)	0.00	-78,127.57	-22,670.97	0.00	-55,456.60
Investment Earnings	0.00	-78,127.57	-22,670.97	0.00	-55,456.60
52900 Other Supplies	0.00	762.87	0.00	0.00	762.87
Supplies	0.00	762.87	0.00	0.00	762.87
53710 Professional Services	0.00	870.86	590.40	0.00	280.46
Purchased/Contracted Services	0.00	870.86	590.40	0.00	280.46
55300 Construction/Improvements	0.00	9,015,165.05	194,886.12	7,644,479.25	1,175,799.68
55510 Furniture	0.00	7,749.96	0.00	3,534.77	4,215.19
55520 Equipment	0.00	827.14	0.00	0.00	827.14
55530 Computer Hardware	0.00	4,149.00	0.00	0.00	4,149.00
Capital Outlay	0.00	9,027,891.15	194,886.12	7,648,014.02	1,184,991.01
TOTAL Revenues	0.00	-78,127.57	-22,670.97		-55,456.60
TOTAL Expenditures	0.00	9,029,524.88	195,476.52	7,648,014.02	1,186,034.34

Prior Fund Balance	9,350,364.12
Change in Fund Balance	(172,805.55)
Current Fund Balance	9,177,558.57

**Cleveland Public Library
 Depository Balance Detail
 For the Period Ending February 28, 2023**

Balance of All Funds	\$ 140,311,108.26
Huntington - Checking	20,333.76
KeyBank - Checking (ZBA)	373,818.61
KeyBank - FSA Account	5,206.19
Petty Cash	600.00
Change Fund	1,460.00
KeyBank-Payroll Account (ZBA)	(717.81)
Cash in Library Treasury	\$ 400,700.75
Huntington Escrow Account	105,561.58
U.S. Bank - 2019A-Money Market	3,499,876.77
U.S. Bank - 2019B-Money Market	6,897.44
U.S. Bank - Investments	66,645,528.63
U.S. Bank - Inv - Money Market	625,043.99
U.S. Bank - Series 2019A Notes	8,979,536.07
U.S. Bank - Series 2019B Notes	7,198,207.09
Huntington Trust -Money Market	895,970.55
STAR Ohio - 2019A	7,339,595.07
STAR Ohio - 2019B	2,023,465.83
STAR Ohio Investment	20,799,723.98
STAR Plus/GDIP Program	0.00
Investments	\$ 118,119,407.00
PNC- Endowment Account	21,791,000.51
Endowment Account	\$ 21,791,000.51
Cash in Banks and On Hand	\$ 140,311,108.26

CLEVELAND PUBLIC LIBRARY

Board Meeting

REPORT ON INVESTMENTS - FEBRUARY 2023

1. INTERIM DEPOSITS

In accordance with Ohio Revised Code Section 135.14, funds that become available periodically throughout the fiscal year are invested in short-term investments known as interim deposits. The investments are in securities that provide the highest interest rate consistent with the highest degree of safety. Other balances are invested in US Treasury issues, agency issues, municipal bonds, commercial paper, and negotiable certificates of deposit as managed by Meeder Investment Management, STAR Ohio, Government Insured Deposit Program (replaced the STAR Plus program), and a federal money market fund.

Following is a description of interim deposit earnings for the period February 1, 2023 through February 28, 2023.

Investment Period	No. of Days	Amount	Bank	Interest Rate	Investment Income	Investment Form
OPERATING FUND:						
02/01/23 - 02/28/23	28	Various	STAR Ohio	Various	52,933.71	Investment Pool
02/01/23 - 02/28/23	28	Various	Government Insured Deposit Program	Various	0.00	Bank Deposit Program
02/01/23 - 02/28/23	28	Various	U.S. Bank	Various	538.63	Sweep Money Market
11/21/22 - 02/14/23	86	500,000	Federal National Mortgage Assn.	0.500%	576.39	Federal Agency
08/17/22 - 02/17/23	185	500,000	Federal Farm Credit Bank	0.590%	1,475.00	Federal Agency
08/22/22 - 02/17/23	180	630,000	Federal Farm Credit Bank	2.920%	8,942.50	Federal Agency
08/18/22 - 02/18/23	185	1,000,000	Federal Home Loan Bank	0.500%	2,500.00	Federal Agency
08/24/22 - 02/24/23	185	500,000	Federal Home Loan Mortgage Corp.	0.250%	625.00	Federal Agency
08/25/22 - 02/25/23	185	500,000	Farmer Mac	0.690%	1,725.00	Federal Agency
08/25/22 - 02/25/23	185	500,000	Federal National Mortgage Assn.	0.550%	1,375.00	Federal Agency
09/16/22 - 02/26/23	164	750,000	Federal Farm Credit Bank	3.375%	11,250.00	Federal Agency
01/01/23 - 02/01/23	32	100,000	Live Oak Banking Co.	1.800%	152.88	Negotiable CD
08/07/22 - 02/07/23	185	249,000	Texas Capital Bank NA	0.300%	750.07	Negotiable CD
01/11/23 - 02/11/23	32	249,000	First Internet Bank of Indiana	0.850%	179.76	Negotiable CD
08/12/22 - 02/12/23	185	249,000	TIAA FSB Jacksonville FL	0.200%	251.05	Negotiable CD
01/13/23 - 02/13/23	32	249,000	Enerbank USA	1.800%	380.66	Negotiable CD
01/15/23 - 02/15/23	32	249,000	Ponce Bank	3.500%	740.18	Negotiable CD
01/18/23 - 02/18/23	32	225,000	Wells Fargo Bank NA	1.950%	372.64	Negotiable CD
01/21/23 - 02/21/23	32	249,000	SeviFirst Bank	1.600%	836.37	Negotiable CD
08/23/22 - 02/23/23	185	247,000	Raymond James Financial, Inc.	1.950%	2,428.04	Negotiable CD

Investment Period	No. of Days	Amount	Bank	Interest Rate	Investment Income	Investment Form
01/26/23 - 02/26/23	32	249,000	Axos Bank	1.650%	348.94	Negotiable CD
01/27/23 - 02/27/23	32	249,000	Comenity Capital Bank	2.500%	528.70	Negotiable CD
01/30/23 - 02/28/23	30	249,000	Nicolet National Bank	1.150%	219.67	Negotiable CD
01/30/23 - 02/28/23	30	245,000	Partners Bank	0.350%	68.13	Negotiable CD
01/30/23 - 02/28/23	30	249,000	Celtic Bank	1.850%	366.00	Negotiable CD
08/15/22 - 02/15/23	185	500,000	United States Treasury Note	0.375%	937.50	Treasury Security
01/20/23 - 02/15/23	27	770,000	United States Treasury Note	2.250%	1,224.05	Treasury Security
08/31/22 - 02/28/23	182	750,000	United States Treasury Note	0.500%	1,875.00	Treasury Security
08/31/22 - 02/28/23	182	500,000	United States Treasury Note	0.750%	1,875.00	Treasury Security
10/26/22 - 02/28/23	126	560,000	United States Treasury Note	2.750%	5,317.68	Treasury Security
10/25/22 - 02/28/23	127	600,000	United States Treasury Note	3.125%	6,474.45	Treasury Security
					Earned Interest February 2023	\$ 107,268.00
					Earned Interest Year To Date	\$ 193,326.50

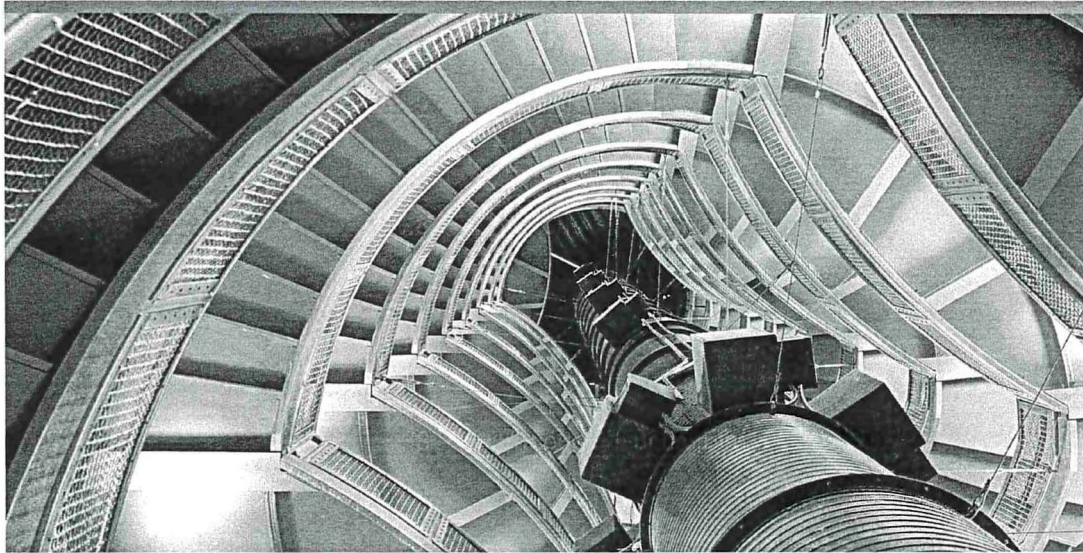
SERIES 2019A TAX-EXEMPT NOTES:

02/01/23 - 02/28/23	28	Various	STAR Ohio	Various	25,850.27	Investment Pool
02/01/23 - 02/28/23	28	Various	U.S. Bank	Various	1,372.96	Sweep Money Market
05/20/22 - 02/10/23	267	2,000,000	Lloyds Bank Corporate Markets PLC	2.495%	36,205.56	Commercial Paper
09/29/22 - 02/27/23	152	1,500,000	Toyota Credit de Puerto Rico Corp.	4.224%	26,110.42	Commercial Paper
					Earned Interest February 2023	\$ 89,539.21
					Earned Interest Year To Date	\$ 123,634.99

SERIES 2019B TAXABLE NOTES:

02/01/23 - 02/28/23	28	Various	STAR Ohio	Various	7,449.40	Investment Pool
02/01/23 - 02/28/23	28	Various	U.S. Bank	Various	12.50	Sweep Money Market
08/15/22 - 02/15/23	185	775,000	Federal Home Loan Bank	1.500%	5,812.50	Federal Agency
					Earned Interest February 2023	\$ 13,274.40
					Earned Interest Year To Date	\$ 22,670.97

<u>Investment Period</u>	<u>No. of Days</u>	<u>Amount</u>	<u>Bank</u>	<u>Interest Rate</u>	<u>Investment Income</u>	<u>Investment Form</u>
NOTE RETIREMENT FUND:						
02/01/23 - 02/28/23	28	Various	Huntington National Bank	Various	1,674.46	Sweep Money Market
				Earned Interest February 2023	\$ 1,674.46	
				Earned Interest Year To Date	\$ 2,426.99	
ESCROW ACCOUNT:						
02/01/23 - 02/28/23	28	Various	Huntington National Bank	Various	24.28	Money Market
				Earned Interest February 2023	\$ 24.28	
				Earned Interest Year To Date	\$ 51.17	
				Earned Interest February 2023--All Funds	\$ 211,780.35	
				Earned Interest Year To Date--All Funds	\$ 342,110.62	



Cleveland Public Library Operating Account

Monthly Investment Report
February 28, 2023

Your Investment Representative:

Jim McCourt
(614) 923-1151
jmccourt@meederinvestment.com

For questions about your account please contact your investment representative or contact publicfundsoperations@meederinvestment.com
Dublin, Ohio | Lansing, Michigan | Long Beach, California | Austin, Texas | 866-633-3371 | www.meederpublicfunds.com

Cleveland Public Library Operating Account
PORTFOLIO SUMMARY

As of February 28, 2023



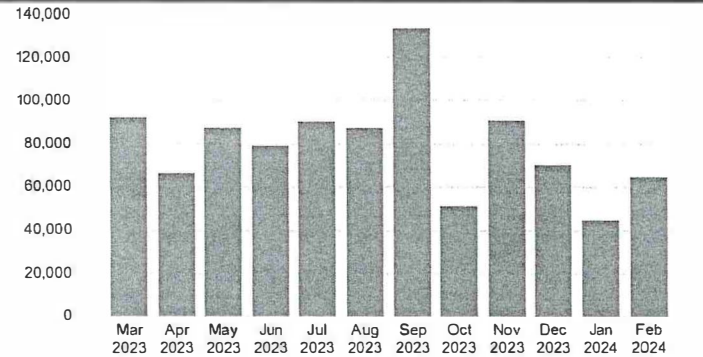
MONTHLY RECONCILIATION

Beginning Book Value	67,193,499.12
Contributions	
Withdrawals	
Prior Month Custodian Fees	(534.35)
Realized Gains/Losses	871.50
Gross Interest Earnings	68,519.47
Ending Book Value	67,262,355.74

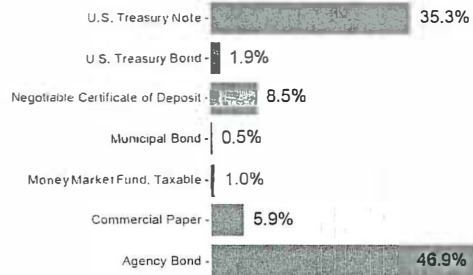
PORTFOLIO CHARACTERISTICS

Portfolio Yield to Maturity	1.84%
Portfolio Effective Duration	2.08 yrs
Weighted Average Maturity	2.19 yrs

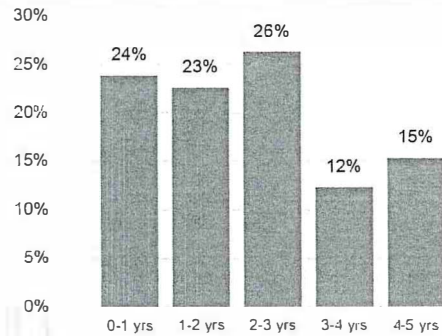
PROJECTED MONTHLY INCOME SCHEDULE



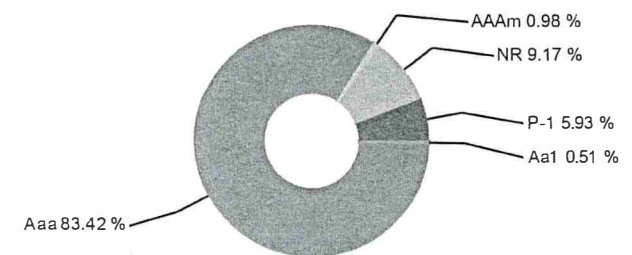
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY



Cleveland Public Library Operating Account
PROJECTED INCOME SCHEDULE

As of February 28, 2023



CUSIP	SECURITY DESCRIPTION	Mar 2023	Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024
02589ABQ4	American Express National Bank 2.000% 03/09/2027	2,450						2,490					
05465DAK4	Axos Bank 1.650% 03/26/2024	315	349	338	349	338	349	349	338	349	338	349	349
06251A2E9	Bank Hapoalim B.M. 0.300% 09/14/2023	370						875					
13607FU79	Canadian Imperial Holdings Inc. 07/07/2023					42,267							
14042RLP4	Capital One, National Association 2.650% 05/22/2024			3,233						3,286			
14042TAP2	Capital One Bank (Usa), National Association 2.650% 05/22/2024			3,233						3,286			
15118RRH2	Celtic Bank Corporation 1.850% 08/30/2024	379	391	379	391	379	391	391	379	391	379	391	379
20033AZ58	Comenity Capital Bank 2.500% 06/27/2024	478	529	512	529	512	529	529	512	529	512	529	529
29278TLF5	EnerBank USA 1.800% 09/13/2023	344	381	368	381	368	381	630					
3130A3VC5	FHLB 2.250% 12/08/2023				11,250						8,880		
3130AB3H7	FHLB 2.375% 03/08/2024	5,938						5,938					
3130AFBC0	FHLB 3.250% 09/13/2024	13,813						13,813					
3130AJLH0	FHLB 0.920% 05/19/2026			3,335						3,335			
3130AK6G6	FHLB 0.390% 09/23/2024	1,580						1,580					
3130AKVV5	FHLB 0.500% 02/18/2026						2,500						2,500
3130ALZ23	FHLB 0.800% 04/28/2025		1,100						1,100				
3130AMNX6	FHLB 1.020% 06/10/2026				3,494						3,494		
3130ANAV2	FHLB 0.550% 01/28/2025					1,045						1,045	
3130ANVB3	FHLB 0.800% 09/17/2025	1,800						1,800					
3130ANYN4	FHLB 1.000% 09/30/2026	2,500						2,500					
3130ANZ60	FHLB 0.500% 06/27/2025	938			1,125			1,125		1,313			
3130AP3C7	FHLB 1.100% 09/30/2026	3,300						3,300					

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Cleveland Public Library Operating Account
PROJECTED INCOME SCHEDULE

As of February 28, 2023



CUSIP	SECURITY DESCRIPTION	Mar 2023	Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024
3130APFS9	FHLB 1.050% 10/28/2026		3,596						3,596				
3130APW43	FHLB 1.500% 12/02/2026				3,750						3,750		
3130ATUS4	FHLB 4.250% 12/10/2027				30,218						25,181		
3133EK6J0	FFCB 1.625% 11/08/2024			4,063						4,063			
3133ELH80	FFCB 0.680% 06/10/2025				2,550						2,550		
3133EMBD3	FFCB 0.360% 09/24/2024	1,800						1,800					
3133EMNG3	FFCB 0.230% 01/19/2024					661						345	
3133EMQX3	FFCB 0.590% 02/17/2026						1,475						1,475
3133EMWV0	FFCB 0.350% 04/22/2024		2,625						2,625				
3133EMXS6	FFCB 0.720% 04/28/2025		6,300						6,300				
3133EMZW5	FFCB 0.730% 05/19/2025			1,150						1,150			
3133EN3H1	FFCB 4.000% 11/29/2027			18,000						18,000			
3133EN5N6	FFCB 4.000% 01/06/2028					6,800						6,800	
3133ENG87	FFCB 2.920% 08/17/2027						9,198						9,198
3133ENJ84	FFCB 3.375% 08/26/2024						12,656						12,656
3133ENL99	FFCB 3.375% 09/15/2027	16,875						16,875					
3133ENTK6	FFCB 2.51% 04/01/25		6,275						6,275				
3133ENV09	FFCB 2.875% 04/26/2027		4,313						4,313				
3134GV7E2	FMCC 0.500% 01/27/2025					1,250						1,250	
3134GW4B9	FMCC 0.500% 10/29/2025		1,250						1,250				
3134GW4C7	FMCC 0.800% 10/27/2026		2,120						2,120				
3134GWUS3	FMCC 0.400% 09/24/2024	2,000						2,000					
3134GWXC5	FMCC 0.350% 03/29/2024	1,750						1,750					
3134GWZG4	FMCC 0.600% 10/20/2025		1,950						1,950				
3134GWZV1	FMCC 0.650% 10/22/2025		1,333						1,333				

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Cleveland Public Library Operating Account

PROJECTED INCOME SCHEDULE

As of February 28, 2023



CUSIP	SECURITY DESCRIPTION	Mar 2023	Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024
3134GXAY0	FMCC 0.300% 11/13/2023			750						1,125			
3134GXFV1	FMCC 0.625% 12/17/2025				1,563						1,563		
3135G05S8	FNMA 0.500% 08/14/2025						1,250						1,250
3135GA2Z3	FNMA 0.560% 11/17/2025			1,470						1,470			
3136G45C3	FNMA 0.540% 10/27/2025		1,350						1,350				
3136G4J95	FNMA 0.550% 08/25/2025						1,375						1,375
3137EAES4	FMCC 0.250% 06/26/2023				1,060								
3137EAEV7	FMCC 0.250% 08/24/2023						1,135						
3137EAEX3	FMCC 0.375% 09/23/2025	1,688						1,688					
31422XBN1	AGM 0.690% 02/25/2026						1,725						1,725
32056GDH0	First Internet Bancorp 0.850% 05/13/2024	162	180	174	180	174	180	180	174	180	174	180	180
38149MAZ6	Goldman Sachs Bank USA Holdings LLC 2.700% 06/05/2024				3,312						3,330		
44329ME33	HSBC Bank USA, National Association 1.300% 05/07/2025			1,599						1,625			
538036HC1	Live Oak Banking Company 1.800% 12/11/2023	138	153	148	153	148	153	153	148	153	497		
61760AE88	Morgan Stanley Private Bank, National Association 2.700% 06/06/2024				3,312						3,330		
62479MRL9	MUFG Bank, Ltd. 04/20/2023		18,412										
62479MVR1	MUFG Bank, Ltd. 08/25/2023						19,169						
62479MWF6	MUFG Bank, Ltd. 09/15/2023							33,961					
62479MWK5	MUFG Bank, Ltd. 09/19/2023							18,600					
654062JR0	Nicolet National Bank 1.150% 03/28/2024	243	235	243	235	243	243	235	243	235	243	243	228
6775228B3	Ohio, State of 0.350% 05/01/2023			569									

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Cleveland Public Library Operating Account
PROJECTED INCOME SCHEDULE



As of February 28, 2023

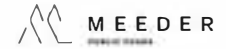
CUSIP	SECURITY DESCRIPTION	Mar 2023	Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024
70212VAA6	Partners Bank 0.350% 06/30/2023	70	73	70	624								
732329BD8	Ponce Bank 3.500% 09/15/2027	669	740	716	740	716	740	740	716	740	716	740	740
75472RAD3	Raymond James Bank, National Association 1.950% 08/23/2023						2,882						
7954502H7	Sallie Mae Bank 2.800% 04/17/2024		1,536						1,544				
856285SN2	State Bank of India 1.900% 01/22/2025					2,347						2,347	
87165E2M8	Synchrony Bank 1.250% 04/24/2025		1,546						1,554				
87270LDK6	TIAA, FSB 0.200% 02/12/2024						247						998
88413QCN6	Third Federal Savings and Loan Association of Cleveland 0.750% 05/21/2024			926						941			
89235MPB1	Toyota Financial Savings Bank 3.600% 09/09/2027	4,374						4,446					
9128282R0	UST 2.250% 08/15/2027						8,663						8,663
9128283P3	UST 2.250% 12/31/2024				5,625						5,625		
9128283Z1	UST 2.750% 02/28/2025						7,700						7,700
912828Q29	UST 1.500% 03/31/2023	13,273											
912828U24	UST 2.000% 11/15/2026			7,950						7,950			
912828X88	UST 2.375% 05/15/2027			11,400						11,400			
912828Z78	UST 1.500% 01/31/2027					1,838						1,838	
912828ZH6	UST 0.250% 04/15/2023		2,422										
912828ZT0	UST 0.250% 05/31/2025			2,188						2,188			
91282CAM3	UST 0.250% 09/30/2025	581						581					
91282CAP6	UST 0.125% 10/15/2023		625						7,266				
91282CAT8	UST 0.250% 10/31/2025		938						938				
91282CAW1	UST 0.250% 11/15/2023			850						4,755			

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Cleveland Public Library Operating Account

PROJECTED INCOME SCHEDULE

As of February 28, 2023



CUSIP	SECURITY DESCRIPTION	Mar 2023	Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024
91282CAZ4	UST 0.375% 11/30/2025			1,406						1,406			
91282CBC4	UST 0.375% 12/31/2025				1,406						1,406		
91282CBH3	UST 0.375% 01/31/2026					2,344						2,344	
91282CBQ3	UST 0.500% 02/28/2026						1,875						1,875
91282CBT7	UST 0.750% 03/31/2026	4,688						4,688					
91282CCJ8	UST 0.875% 06/30/2026				2,188						2,188		
91282CCL3	UST 0.375% 07/15/2024					938						938	
91282CCN9	UST 0.125% 07/31/2023					2,482							
91282CCT6	UST 0.375% 08/15/2024						938						938
91282CCW9	UST 0.750% 08/31/2026						1,875						1,875
91282CCZ2	UST 0.875% 09/30/2026	2,188						2,188					
91282CDA6	UST 0.250% 09/30/2023	1,250						2,344					
91282CDB4	UST 0.625% 10/15/2024		1,563						1,563				
91282CEF4	UST 2.500% 03/31/2027	5,688						5,688					
91282CEN7	UST 2.750% 04/30/2027		3,369						3,369				
91282CET4	UST 2.625% 05/31/2027			10,631						10,631			
91282CEW7	UST 3.250% 06/30/2027				4,323						4,323		
91282CFA4	UST 3.000% 07/31/2024					11,250						11,250	
91282CFB2	UST 2.750% 07/31/2027					13,750						13,750	
91282CFH9	UST 3.125% 08/31/2027						9,375						9,375
91282CFX4	UST 4.500% 11/30/2024			11,250						11,250			
91282CGP0	UST 4.000% 02/29/2028						23,000						23,000
949763M78	Wells Fargo Bank, National Association 1.950% 10/18/2024	337	373	361	373	361	373	373	361	373	361	373	373
TOTAL		91,975	66,023	87,310	79,128	90,209	110,376	133,606	51,314	90,811	70,150	44,710	87,379

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POSITION STATEMENT

As of February 28, 2023



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
Cash and Cash Equivalents											
31846V567	First American Funds, Inc.	2/28/2023 2/28/2023	\$625,043.99	\$625,043.99	\$625,043.99	4.33%	0.003 0.003	\$1.00 \$625,043.99	\$0.00	0.74%	AAAm
STAROHIO	STAR Ohio XX688	2/28/2023 2/28/2023	\$20,799,723.98	\$20,799,723.98	\$20,799,723.98	4.81%	0.003 0.003	\$1.00 \$20,799,723.98	\$0.00	24.60%	AAAm
SubTotal			\$21,424,767.97	\$21,424,767.97	\$21,424,767.97	4.80%		\$21,424,767.97	\$0.00	25.34%	
Agency Bond											
3137EAES4	FMCC 0.250% 06/26/2023	8/26/2020 8/28/2020	\$500,000.00	\$499,565.00	\$499,565.00	0.28%	0.323 0.317	\$98.45 \$492,255.00	(\$7,310.00)	0.58%	Aaa AA+
3137EAEV7	FMCC 0.250% 08/24/2023	8/19/2020 8/21/2020	\$500,000.00	\$499,490.00	\$499,490.00	0.28%	0.485 0.475	\$97.68 \$488,385.00	(\$11,105.00)	0.58%	Aaa AA+
3134GXAY0	FMCC 0.300% 11/13/2023	11/12/2020 11/13/2020	\$500,000.00	\$499,625.00	\$499,625.00	0.33%	0.707 0.690	\$96.56 \$482,800.00	(\$16,825.00)	0.57%	Aaa AA+
3130A3VC5	FHLB 2.250% 12/08/2023	3/24/2022 3/25/2022	\$1,000,000.00	\$1,002,370.00	\$1,002,370.00	2.11%	0.775 0.752	\$97.77 \$977,680.00	(\$24,690.00)	1.16%	Aaa AA+
3133EMNG3	FFCB 0.230% 01/19/2024	2/18/2021 2/19/2021	\$575,000.00	\$575,316.25	\$575,316.25	0.21%	0.890 0.868	\$95.62 \$549,815.00	(\$25,501.25)	0.65%	Aaa AA+
3130AB3H7	FHLB 2.375% 03/08/2024	4/25/2019 4/29/2019	\$500,000.00	\$499,765.00	\$499,765.00	2.38%	1.025 0.982	\$97.08 \$485,420.00	(\$14,345.00)	0.57%	Aaa AA+
3134GWXC5	FMCC 0.350% 03/29/2024	10/21/2020 10/23/2020	\$1,000,000.00	\$999,500.00	\$999,500.00	0.36%	1.082 1.053	\$94.79 \$947,910.00	(\$51,590.00)	1.12%	Aaa AA+
3133EMWV0	FFCB 0.350% 04/22/2024	4/26/2021 4/27/2021	\$1,500,000.00	\$1,500,000.00	\$1,500,000.00	0.35%	1.148 1.118	\$94.85 \$1,422,720.00	(\$77,280.00)	1.68%	Aaa AA+
3133ENJ84	FFCB 3.375% 08/26/2024	9/15/2022 9/16/2022	\$750,000.00	\$742,252.50	\$742,252.50	3.93%	1.493 1.433	\$97.52 \$731,392.50	(\$10,860.00)	0.87%	Aaa AA+
3130AFBC0	FHLB 3.250% 09/13/2024	9/20/2022 9/21/2022	\$850,000.00	\$836,485.85 \$613.89	\$837,099.74	4.09%	1.542 1.457	\$97.20 \$826,157.50	(\$10,328.35)	0.98%	Aaa AA+
3130AK6G6	FHLB 0.390% 09/23/2024	9/29/2020 9/30/2020	\$810,000.00	\$809,068.50	\$809,068.50	0.42%	1.570 1.525	\$92.84 \$752,004.00	(\$57,064.50)	0.89%	Aaa AA+
3134GWUS3	FMCC 0.400% 09/24/2024	9/17/2020 9/24/2020	\$1,000,000.00	\$999,950.00	\$999,950.00	0.40%	1.573 1.527	\$92.76 \$927,600.00	(\$72,350.00)	1.10%	Aaa AA+
3133EMBD3	FFCB 0.360% 09/24/2024	9/24/2020 9/29/2020	\$1,000,000.00	\$998,750.00	\$998,750.00	0.39%	1.573 1.527	\$92.70 \$927,000.00	(\$71,750.00)	1.10%	Aaa AA+

POSITION STATEMENT

As of February 28, 2023



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
3133EK6J0	FFCB 1.625% 11/08/2024	11/1/2019 11/8/2019	\$500,000.00	\$499,615.00	\$499,615.00	1.64%	1.696 1.630	\$94.38 \$471,920.00	(\$27,695.00)	0.56%	Aaa AA+
3134GV7E2	FMCC 0.500% 01/27/2025	7/8/2020 7/27/2020	\$500,000.00	\$498,600.00	\$498,600.00	0.56%	1.915 1.860	\$91.84 \$459,215.00	(\$39,385.00)	0.54%	Aaa AA+
3130ANAV2	FHLB 0.550% 01/28/2025	5/26/2022 5/27/2022	\$380,000.00	\$359,062.00	\$359,062.00	2.70%	1.918 1.863	\$92.00 \$349,607.60	(\$9,454.40)	0.41%	Aaa AA+
3133ENTK6	FFCB 2.51% 04/01/25	3/25/2022 4/1/2022	\$500,000.00	\$498,975.00	\$498,975.00	2.58%	2.090 1.974	\$94.49 \$472,455.00	(\$26,520.00)	0.56%	Aaa AA+
3130ALZ23	FHLB 0.800% 04/28/2025	4/7/2021 4/28/2021	\$275,000.00	\$275,000.00	\$275,000.00	0.80%	2.164 2.090	\$91.58 \$251,853.25	(\$23,146.75)	0.30%	Aaa AA+
3133EMXS6	FFCB 0.720% 04/28/2025	4/26/2021 4/28/2021	\$1,750,000.00	\$1,748,632.81	\$1,748,632.81	0.74%	2.164 2.092	\$91.42 \$1,599,850.00	(\$148,782.81)	1.89%	Aaa AA+
3133EMZW5	FFCB 0.730% 05/19/2025	5/25/2021 5/28/2021	\$315,000.00	\$315,000.00	\$315,000.00	0.73%	2.222 2.148	\$91.28 \$287,535.15	(\$27,464.85)	0.34%	Aaa AA+
3133ELH80	FFCB 0.680% 06/10/2025	6/24/2020 6/26/2020	\$750,000.00	\$750,000.00	\$750,000.00	0.68%	2.282 2.207	\$90.95 \$682,102.50	(\$67,897.50)	0.81%	Aaa AA+
3130ANZ60	FHLB 0.500% 06/27/2025	10/26/2021 10/27/2021	\$750,000.00	\$742,500.00	\$742,500.00	0.96%	2.329 2.245	\$91.27 \$684,510.00	(\$57,990.00)	0.81%	Aaa AA+
3135G05S8	FNMA 0.500% 08/14/2025	11/18/2022 11/21/2022	\$500,000.00	\$446,565.00	\$446,565.00	4.72%	2.460 2.386	\$90.02 \$450,110.00	\$3,545.00	0.53%	Aaa AA+
3136G4J95	FNMA 0.550% 08/25/2025	8/19/2020 8/25/2020	\$500,000.00	\$499,375.00	\$499,375.00	0.58%	2.490 2.416	\$90.05 \$450,230.00	(\$49,145.00)	0.53%	Aaa AA+
3130ANVB3	FHLB 0.800% 09/17/2025	9/1/2021 9/17/2021	\$450,000.00	\$450,000.00	\$450,000.00	0.80%	2.553 2.457	\$90.44 \$406,993.50	(\$43,006.50)	0.48%	Aaa AA+
3137EAEX3	FMCC 0.375% 09/23/2025	9/29/2021 9/30/2021	\$900,000.00	\$885,114.00	\$885,114.00	0.80%	2.570 2.495	\$89.78 \$808,056.00	(\$77,058.00)	0.96%	Aaa AA+
3134GWZG4	FMCC 0.600% 10/20/2025	10/6/2020 10/20/2020	\$650,000.00	\$650,000.00	\$650,000.00	0.60%	2.644 2.553	\$89.83 \$583,862.50	(\$66,137.50)	0.69%	Aaa AA+
3134GWZV1	FMCC 0.650% 10/22/2025	10/18/2021 10/20/2021	\$410,000.00	\$404,260.00	\$404,260.00	1.01%	2.649 2.555	\$89.65 \$367,581.40	(\$36,678.60)	0.43%	Aaa AA+
3136G45C3	FNMA 0.540% 10/27/2025	10/21/2020 10/27/2020	\$500,000.00	\$499,500.00	\$499,500.00	0.56%	2.663 2.577	\$89.49 \$447,465.00	(\$52,035.00)	0.53%	Aaa AA+
3134GW4B9	FMCC 0.500% 10/29/2025	10/9/2020 10/29/2020	\$500,000.00	\$499,000.00	\$499,000.00	0.54%	2.668 2.584	\$89.38 \$446,895.00	(\$52,105.00)	0.53%	Aaa AA+
3135GA2Z3	FNMA 0.560% 11/17/2025	11/12/2020 11/17/2020	\$525,000.00	\$523,818.75	\$523,818.75	0.61%	2.721 2.632	\$89.14 \$467,964.00	(\$55,854.75)	0.55%	Aaa AA+

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POSITION STATEMENT

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CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
3134GXFV1	FMCC 0.625% 12/17/2025	12/3/2020 12/17/2020	\$500,000.00	\$499,750.00	\$499,750.00	0.64%	2.803 2.705	\$89.30 \$446,520.00	(\$53,230.00)	0.53%	Aaa AA+
3133EMQX3	FFCB 0.590% 02/17/2026	2/18/2021 2/25/2021	\$500,000.00	\$498,045.00	\$498,045.00	0.67%	2.973 2.871	\$88.35 \$441,745.00	(\$56,300.00)	0.52%	Aaa AA+
3130AKVV5	FHLB 0.500% 02/18/2026	1/28/2021 2/18/2021	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	0.50%	2.975 2.879	\$88.10 \$880,960.00	(\$119,040.00)	1.04%	Aaa AA+
31422XBN1	AGM 0.690% 02/25/2026	2/18/2021 2/25/2021	\$500,000.00	\$499,850.00	\$499,850.00	0.70%	2.995 2.889	\$88.56 \$442,800.00	(\$57,050.00)	0.52%	
3130AJLH0	FHLB 0.920% 05/19/2026	10/18/2021 10/19/2021	\$725,000.00	\$718,272.00	\$718,272.00	1.13%	3.222 3.074	\$88.49 \$641,523.50	(\$76,748.50)	0.76%	Aaa AA+
3130AMNX6	FHLB 1.020% 06/10/2026	5/26/2021 6/10/2021	\$685,000.00	\$685,000.00	\$685,000.00	1.02%	3.282 3.127	\$88.95 \$609,307.50	(\$75,692.50)	0.72%	Aaa AA+
3130ANYN4	FHLB 1.000% 09/30/2026	9/14/2021 9/30/2021	\$500,000.00	\$500,000.00	\$500,000.00	1.00%	3.589 3.395	\$87.94 \$439,700.00	(\$60,300.00)	0.52%	Aaa AA+
3130AP3C7	FHLB 1.100% 09/30/2026	10/25/2021 10/26/2021	\$600,000.00	\$594,000.00	\$594,000.00	1.24%	3.589 3.387	\$88.26 \$529,578.00	(\$64,422.00)	0.63%	Aaa AA+
3134GW4C7	FMCC 0.800% 10/27/2026	6/16/2022 6/17/2022	\$530,000.00	\$468,138.40	\$468,138.40	3.72%	3.663 3.488	\$87.17 \$462,011.60	(\$6,126.80)	0.55%	Aaa AA+
3130APFS9	FHLB 1.050% 10/28/2026	10/18/2021 10/28/2021	\$685,000.00	\$679,040.50	\$679,040.50	1.23%	3.666 3.462	\$87.92 \$602,279.40	(\$76,761.10)	0.71%	Aaa AA+
3130APW43	FHLB 1.500% 12/02/2026	12/16/2021 12/20/2021	\$500,000.00	\$499,925.00	\$499,925.00	1.50%	3.762 3.480	\$89.29 \$446,465.00	(\$53,460.00)	0.53%	Aaa AA+
3133ENV9	FFCB 2.875% 04/26/2027	4/22/2022 4/26/2022	\$300,000.00	\$298,452.00	\$298,452.00	2.99%	4.159 3.813	\$94.18 \$282,534.00	(\$15,918.00)	0.33%	Aaa AA+
3133ENG87	FFCB 2.920% 08/17/2027	8/19/2022 8/22/2022	\$630,000.00	\$622,616.40	\$622,616.40	3.18%	4.468 4.112	\$94.05 \$592,489.80	(\$30,126.60)	0.70%	Aaa AA+
3133ENL99	FFCB 3.375% 09/15/2027	9/14/2022 9/15/2022	\$1,000,000.00	\$986,010.00	\$986,010.00	3.68%	4.548 4.084	\$95.83 \$958,290.00	(\$27,720.00)	1.13%	Aaa AA+
3133EN3H1	FFCB 4.000% 11/29/2027	11/22/2022 11/29/2022	\$900,000.00	\$896,580.00	\$896,580.00	4.08%	4.753 4.232	\$98.37 \$885,285.00	(\$11,295.00)	1.05%	Aaa AA+
3130ATUS4	FHLB 4.250% 12/10/2027	12/14/2022 12/16/2022	\$1,185,000.00	\$1,209,553.20 \$5,875.62	\$1,215,428.82	3.79%	4.784 4.228	\$99.96 \$1,184,478.60	(\$25,074.60)	1.40%	Aaa AA+
3133EN5N6	FFCB 4.000% 01/06/2028	1/17/2023 1/19/2023	\$340,000.00	\$344,705.60 \$491.11	\$345,196.71	3.69%	4.858 4.336	\$98.79 \$335,875.80	(\$8,829.80)	0.40%	Aaa AA+
	SubTotal		\$32,220,000.00	\$32,007,093.76 \$6,980.62	\$32,014,074.38	1.51%		\$29,881,188.10	(\$2,125,905.66)	35.35%	

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CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
Commercial Paper											
62479MRL9	MUFG Bank, Ltd. 04/20/2023	7/26/2022 7/27/2022	\$750,000.00	\$731,588.13	\$731,588.13	3.39%	0.140 0.139	\$99.33 \$744,967.50	\$13,379.37	0.88%	P-1 A-1
13607FU79	Canadian Imperial Holdings Inc. 07/07/2023	10/11/2022 10/12/2022	\$1,208,000.00	\$1,165,733.42	\$1,165,733.42	4.87%	0.353 0.346	\$98.17 \$1,185,929.84	\$20,196.42	1.40%	P-1 A-1
62479MVR1	MUFG Bank, Ltd. 08/25/2023	11/30/2022 11/30/2022	\$500,000.00	\$480,830.56	\$480,830.56	5.36%	0.488 0.477	\$97.44 \$487,195.00	\$6,364.44	0.58%	P-1 A-1
62479MWF6	MUFG Bank, Ltd. 09/15/2023	12/19/2022 12/20/2022	\$900,000.00	\$866,038.75	\$866,038.75	5.25%	0.545 0.533	\$97.10 \$873,882.00	\$7,843.25	1.03%	P-1 A-1
62479MWK5	MUFG Bank, Ltd. 09/19/2023	12/23/2022 12/23/2022	\$500,000.00	\$481,400.00	\$481,400.00	5.15%	0.556 0.543	\$97.04 \$485,200.00	\$3,800.00	0.57%	P-1 A-1
SubTotal			\$3,858,000.00	\$3,725,590.86	\$3,725,590.86	4.77%		\$3,777,174.34	\$51,583.48	4.47%	
Municipal Bond											
6775228B3	Ohio, State of 0.350% 05/01/2023	3/8/2021 3/17/2021	\$325,000.00	\$325,000.00	\$325,000.00	0.35%	0.170 0.168	\$99.24 \$322,543.00	(\$2,457.00)	0.38%	Aa1 AA+
SubTotal			\$325,000.00	\$325,000.00	\$325,000.00	0.35%		\$322,543.00	(\$2,457.00)	0.38%	
Negotiable Certificate of Deposit											
70212VAA6	Partners Bank 0.350% 06/30/2023	6/24/2020 6/30/2020	\$245,000.00	\$244,448.75	\$244,448.75	0.43%	0.334 0.328	\$98.55 \$241,447.50	(\$3,001.25)	0.29%	
75472RAD3	Raymond James Bank, National Association 1.950% 08/23/2023	8/14/2019 8/26/2019	\$247,000.00	\$246,506.00	\$246,506.00	2.00%	0.482 0.473	\$98.59 \$243,512.36	(\$2,993.64)	0.29%	
29278TLF5	EnerBank USA 1.800% 09/13/2023	9/5/2019 9/16/2019	\$249,000.00	\$248,751.00	\$248,751.00	1.83%	0.540 0.526	\$98.34 \$244,876.56	(\$3,874.44)	0.29%	
06251A2E9	Bank Hapoalim B.M. 0.300% 09/14/2023	9/4/2020 9/14/2020	\$249,000.00	\$248,502.00	\$248,502.00	0.37%	0.542 0.531	\$97.56 \$242,921.91	(\$5,580.09)	0.29%	
538036HC1	Live Oak Banking Company 1.800% 12/11/2023	12/6/2019 12/11/2019	\$100,000.00	\$99,700.00	\$99,700.00	1.88%	0.784 0.760	\$97.53 \$97,533.00	(\$2,167.00)	0.12%	
87270LDK6	TIAA, FSB 0.200% 02/12/2024	2/18/2021 2/22/2021	\$249,000.00	\$248,253.00	\$248,253.00	0.30%	0.956 0.933	\$95.47 \$237,730.26	(\$10,522.74)	0.28%	

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CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
05465DAK4	Axos Bank 1.650% 03/26/2024	2/27/2020 3/26/2020	\$249,000.00	\$248,564.25	\$248,564.25	1.70%	1.074 1.040	\$96.40 \$240,043.47	(\$8,520.78)	0.28%	
654062JR0	Nicolet National Bank 1.150% 03/28/2024	3/25/2020 3/31/2020	\$249,000.00	\$245,265.00	\$245,265.00	1.54%	1.079 1.046	\$95.84 \$238,639.11	(\$6,625.89)	0.28%	
7954502H7	Sallie Mae Bank 2.800% 04/17/2024	4/9/2019 4/17/2019	\$110,000.00	\$109,505.00	\$109,505.00	2.90%	1.134 1.087	\$97.50 \$107,246.70	(\$2,258.30)	0.13%	
32056GDH0	First Internet Bancorp 0.850% 05/13/2024	5/6/2020 5/11/2020	\$249,000.00	\$248,751.00	\$248,751.00	0.88%	1.205 1.170	\$95.06 \$236,686.95	(\$12,064.05)	0.28%	
88413QCN6	Third Federal Savings and Loan Association of Cleveland 0.750% 05/21/2024	5/6/2020 5/22/2020	\$249,000.00	\$248,751.00	\$248,751.00	0.78%	1.227 1.193	\$94.89 \$236,273.61	(\$12,477.39)	0.28%	
14042TAP2	Capital One Bank (Usa), National Association 2.650% 05/22/2024	5/15/2019 5/30/2019	\$246,000.00	\$244,524.00	\$244,524.00	2.78%	1.230 1.182	\$97.12 \$238,912.74	(\$5,611.26)	0.28%	
14042RLP4	Capital One, National Association 2.650% 05/22/2024	5/15/2019 5/30/2019	\$246,000.00	\$244,524.00	\$244,524.00	2.78%	1.230 1.182	\$97.12 \$238,912.74	(\$5,611.26)	0.28%	
38149MAZ6	Goldman Sachs Bank USA Holdings LLC 2.700% 06/05/2024	6/3/2019 6/5/2019	\$246,000.00	\$245,200.50	\$245,200.50	2.77%	1.268 1.219	\$97.09 \$238,851.24	(\$6,349.26)	0.28%	
61760AE88	Morgan Stanley Private Bank, National Association 2.700% 06/06/2024	6/3/2019 6/6/2019	\$246,000.00	\$245,139.00	\$245,139.00	2.78%	1.271 1.221	\$97.09 \$238,838.94	(\$6,300.06)	0.28%	
20033AZ58	Comenity Capital Bank 2.500% 06/27/2024	6/25/2019 6/27/2019	\$249,000.00	\$249,000.00	\$249,000.00	2.50%	1.329 1.276	\$96.69 \$240,768.06	(\$8,231.94)	0.28%	
15118RRH2	Celtic Bank Corporation 1.850% 08/30/2024	8/16/2019 8/30/2019	\$249,000.00	\$248,285.37	\$248,285.37	1.91%	1.504 1.446	\$95.35 \$237,421.50	(\$10,863.87)	0.28%	
949763M78	Wells Fargo Bank, National Association 1.950% 10/18/2024	10/25/2019 10/29/2019	\$225,000.00	\$224,437.50	\$224,437.50	2.00%	1.638 1.572	\$95.12 \$214,029.00	(\$10,408.50)	0.25%	
856285SN2	State Bank of India 1.900% 01/22/2025	1/8/2020 1/22/2020	\$247,000.00	\$244,777.00	\$244,777.00	2.09%	1.901 1.826	\$94.36 \$233,064.26	(\$11,712.74)	0.28%	

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Cleveland Public Library Operating Account

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CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
87165E2M8	Synchrony Bank 1.250% 04/24/2025	4/20/2020 4/24/2020	\$248,000.00	\$246,326.00	\$246,326.00	1.39%	2.153 2.068	\$92.42 \$229,191.68	(\$17,134.32)	0.27%	
44329ME33	HSBC Bank USA, National Association 1.300% 05/07/2025	4/24/2020 5/7/2020	\$248,000.00	\$247,132.00	\$247,132.00	1.37%	2.189 2.100	\$92.42 \$229,191.68	(\$17,940.32)	0.27%	
02589ABQ4	American Express National Bank 2.000% 03/09/2027	3/2/2022 3/9/2022	\$247,000.00	\$245,765.00	\$245,765.00	2.11%	4.027 3.748	\$90.20 \$222,784.12	(\$22,980.88)	0.26%	
89235MPB1	Toyota Financial Savings Bank 3.600% 09/09/2027	8/30/2022 9/9/2022	\$245,000.00	\$244,142.50	\$244,142.50	3.68%	4.532 4.040	\$95.56 \$234,119.55	(\$10,022.95)	0.28%	
732329BD8	Ponce Bank 3.500% 09/15/2027	8/30/2022 9/15/2022	\$249,000.00	\$248,626.50	\$248,626.50	3.53%	4.548 4.092	\$95.10 \$236,794.02	(\$11,832.48)	0.28%	
SubTotal			\$5,636,000.00	\$5,614,876.37	\$5,614,876.37	1.91%		\$5,399,790.96	(\$215,085.41)	6.39%	

U.S. Treasury Bond

91282CFA4	UST 3.000% 07/31/2024	9/15/2022 9/16/2022	\$750,000.00	\$738,017.58	\$738,017.58	3.89%	1.422 1.366	\$97.18 \$728,880.00	(\$9,137.58)	0.86%	Aaa AA+
9128283P3	UST 2.250% 12/31/2024	3/24/2022 3/25/2022	\$500,000.00	\$498,730.47	\$498,730.47	2.34%	1.841 1.764	\$95.44 \$477,190.00	(\$21,540.47)	0.56%	Aaa AA+
SubTotal			\$1,250,000.00	\$1,236,748.05	\$1,236,748.05	3.28%		\$1,206,070.00	(\$30,678.05)	1.43%	

U.S. Treasury Note

912828Q29	UST 1.500% 03/31/2023	3/24/2022 3/25/2022	\$1,000,000.00	\$999,257.81	\$999,257.81	1.57%	0.085 0.086	\$99.73 \$997,300.00	(\$1,957.81)	1.18%	Aaa AA+
912828Q29	UST 1.500% 03/31/2023	3/30/2022 3/31/2022	\$530,000.00	\$528,944.14	\$528,944.14	1.70%	0.085 0.086	\$99.73 \$528,569.00	(\$375.14)	0.63%	Aaa AA+
912828ZH6	UST 0.250% 04/15/2023	10/22/2021 10/25/2021	\$1,000,000.00	\$998,828.13	\$998,828.13	0.33%	0.126 0.125	\$99.43 \$994,340.00	(\$4,488.13)	1.18%	Aaa AA+
91282CCN9	UST 0.125% 07/31/2023	8/18/2021 8/19/2021	\$1,025,000.00	\$1,023,158.20	\$1,023,158.20	0.22%	0.419 0.411	\$97.99 \$1,004,377.00	(\$18,781.20)	1.19%	Aaa AA+
91282CDA6	UST 0.250% 09/30/2023	9/28/2021 9/30/2021	\$1,000,000.00	\$998,906.25	\$998,906.25	0.30%	0.586 0.573	\$97.23 \$972,310.00	(\$26,596.25)	1.15%	Aaa AA+
91282CAP6	UST 0.125% 10/15/2023	10/21/2021 10/22/2021	\$1,000,000.00	\$993,359.37	\$993,359.37	0.46%	0.627 0.613	\$96.97 \$969,650.00	(\$23,709.37)	1.15%	Aaa AA+
91282CAW1	UST 0.250% 11/15/2023	10/29/2021 10/29/2021	\$680,000.00	\$676,095.31	\$676,095.31	0.53%	0.712 0.696	\$96.63 \$657,104.40	(\$18,990.91)	0.78%	Aaa AA+

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POSITION STATEMENT

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CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
91282CCL3	UST 0.375% 07/15/2024	12/19/2022 12/20/2022	\$500,000.00	\$469,277.34	\$469,277.34	4.47%	1.378 1.342	\$93.80 \$468,985.00	(\$292.34)	0.55%	Aaa AA+
91282CCT6	UST 0.375% 08/15/2024	8/26/2021 8/27/2021	\$500,000.00	\$498,769.53	\$498,769.53	0.46%	1.463 1.425	\$93.47 \$467,345.00	(\$31,424.53)	0.55%	Aaa AA+
91282CDB4	UST 0.625% 10/15/2024	10/28/2021 10/29/2021	\$500,000.00	\$497,910.16	\$497,910.16	0.77%	1.630 1.581	\$93.29 \$466,465.00	(\$31,445.16)	0.55%	Aaa AA+
91282CFX4	UST 4.500% 11/30/2024	12/19/2022 12/20/2022	\$500,000.00	\$502,265.63 \$1,236.26	\$503,501.89	4.25%	1.756 1.651	\$99.30 \$496,505.00	(\$5,760.63)	0.59%	Aaa AA+
9128283Z1	UST 2.750% 02/28/2025	10/25/2022 10/26/2022	\$560,000.00	\$539,175.00	\$539,175.00	4.44%	2.003 1.889	\$96.16 \$538,518.40	(\$656.60)	0.64%	Aaa AA+
912828ZT0	UST 0.250% 05/31/2025	4/26/2021 4/27/2021	\$1,750,000.00	\$1,723,544.92	\$1,723,544.92	0.62%	2.255 2.196	\$90.59 \$1,585,395.00	(\$138,149.92)	1.88%	Aaa AA+
91282CAM3	UST 0.250% 09/30/2025	10/14/2021 10/15/2021	\$465,000.00	\$453,938.09	\$453,938.09	0.86%	2.589 2.520	\$89.67 \$416,974.80	(\$36,963.29)	0.49%	Aaa AA+
91282CAT8	UST 0.250% 10/31/2025	10/27/2021 10/28/2021	\$750,000.00	\$728,056.64	\$728,056.64	1.00%	2.674 2.603	\$89.34 \$670,020.00	(\$58,036.64)	0.79%	Aaa AA+
91282CAZ4	UST 0.375% 11/30/2025	10/28/2021 10/29/2021	\$750,000.00	\$729,462.89	\$729,462.89	1.06%	2.756 2.679	\$89.34 \$670,080.00	(\$59,382.89)	0.79%	Aaa AA+
91282CBC4	UST 0.375% 12/31/2025	10/28/2021 10/29/2021	\$750,000.00	\$728,613.28	\$728,613.28	1.08%	2.841 2.762	\$89.24 \$669,315.00	(\$59,298.28)	0.79%	Aaa AA+
91282CBH3	UST 0.375% 01/31/2026	4/26/2021 4/27/2021	\$1,250,000.00	\$1,225,048.83	\$1,225,048.83	0.80%	2.926 2.845	\$88.84 \$1,110,550.00	(\$114,498.83)	1.31%	Aaa AA+
91282CBQ3	UST 0.500% 02/28/2026	10/28/2021 10/29/2021	\$750,000.00	\$730,751.95	\$730,751.95	1.11%	3.003 2.907	\$88.90 \$666,765.00	(\$63,986.95)	0.79%	Aaa AA+
91282CBT7	UST 0.750% 03/31/2026	4/26/2021 4/27/2021	\$1,250,000.00	\$1,245,654.30	\$1,245,654.30	0.82%	3.088 2.977	\$89.48 \$1,118,462.50	(\$127,191.80)	1.32%	Aaa AA+
91282CCJ8	UST 0.875% 06/30/2026	10/22/2021 10/25/2021	\$500,000.00	\$493,027.34	\$493,027.34	1.18%	3.337 3.213	\$89.11 \$445,565.00	(\$47,462.34)	0.53%	Aaa AA+
91282CCW9	UST 0.750% 08/31/2026	8/26/2021 8/31/2021	\$500,000.00	\$497,734.38	\$497,734.38	0.84%	3.507 3.372	\$88.25 \$441,250.00	(\$56,484.38)	0.52%	Aaa AA+
91282CCZ2	UST 0.875% 09/30/2026	9/29/2021 9/30/2021	\$500,000.00	\$496,699.22	\$496,699.22	1.01%	3.589 3.443	\$88.43 \$442,150.00	(\$54,549.22)	0.52%	Aaa AA+
912828U24	UST 2.000% 11/15/2026	7/13/2022 7/14/2022	\$795,000.00	\$760,467.19	\$760,467.19	3.08%	3.715 3.491	\$91.95 \$730,994.55	(\$29,472.64)	0.86%	Aaa AA+
912828Z78	UST 1.500% 01/31/2027	5/9/2022 5/10/2022	\$245,000.00	\$229,017.58	\$229,017.58	2.99%	3.926 3.730	\$89.84 \$220,098.20	(\$8,919.38)	0.26%	Aaa AA+

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POSITION STATEMENT

As of February 28, 2023



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
91282CEF4	UST 2.500% 03/31/2027	5/31/2022 5/31/2022	\$455,000.00	\$447,979.49	\$447,979.49	2.84%	4.088 3.775	\$93.25 \$424,269.30	(\$23,710.19)	0.50%	Aaa AA+
91282CEN7	UST 2.750% 04/30/2027	4/28/2022 5/2/2022	\$245,000.00	\$243,325.20	\$243,325.20	2.90%	4.170 3.925	\$94.10 \$230,549.90	(\$12,775.30)	0.27%	Aaa AA+
912828X88	UST 2.375% 05/15/2027	7/25/2022 7/26/2022	\$960,000.00	\$936,937.50	\$936,937.50	2.91%	4.211 3.906	\$92.65 \$889,420.80	(\$47,516.70)	1.05%	Aaa AA+
91282CET4	UST 2.625% 05/31/2027	5/27/2022 5/31/2022	\$810,000.00	\$807,247.27	\$807,247.27	2.70%	4.255 3.929	\$93.57 \$757,884.60	(\$49,362.67)	0.90%	Aaa AA+
91282CEW7	UST 3.250% 06/30/2027	8/30/2022 8/31/2022	\$266,000.00	\$265,210.31	\$265,210.31	3.32%	4.337 3.962	\$95.94 \$255,203.06	(\$10,007.25)	0.30%	Aaa AA+
91282CFB2	UST 2.750% 07/31/2027	9/15/2022 9/16/2022	\$1,000,000.00	\$959,140.63	\$959,140.63	3.67%	4.422 4.083	\$93.93 \$939,260.00	(\$19,880.63)	1.11%	Aaa AA+
9128282R0	UST 2.250% 08/15/2027	1/19/2023 1/20/2023	\$770,000.00	\$729,003.52	\$729,003.52	3.52%	4.463 4.163	\$91.91 \$707,737.80	(\$21,265.72)	0.84%	Aaa AA+
91282CFH9	UST 3.125% 08/31/2027	10/25/2022 10/26/2022	\$600,000.00	\$571,195.31	\$571,195.31	4.23%	4.507 4.072	\$95.42 \$572,508.00	\$1,312.69	0.68%	Aaa AA+
	SubTotal		\$24,156,000.00	\$23,728,002.71 \$1,236.26	\$23,729,238.97	1.65%		\$22,525,922.31	(\$1,202,080.40)	26.65%	
Grand Total			\$88,869,767.97	\$88,062,079.72 \$8,216.88	\$88,070,296.60	2.57%		\$84,537,456.68	(\$3,524,623.04)	100.00%	

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TRANSACTION STATEMENT

As of February 28, 2023



Transaction Type	Trade Date	Settlement Date	CUSIP	Security Description	Par Value	Principal Amount	Purchased Interest	Total Cost	Yield at Cost
Pending Purchase									
Pending Purchase	2/23/2023	3/1/2023	91282CGP0	UST 4.000% 02/29/2028	575,000.00	570,530.27	62.50	570,592.77	4.17%
Total					575,000.00	570,530.27	62.50	570,592.77	

Transaction Type	Trade Date	Settlement Date	CUSIP	Security Description	Par Value	Principal Cost	Total Proceeds	Realized Gain/Loss
Maturity								
Maturity	2/7/2023	2/7/2023	88224PLY3	Texas Capital Bank 0.300% 02/07/2023	249,000.00	248,626.50	249,000.00	373.50
Maturity	2/21/2023	2/21/2023	81768PAF3	ServisFirst Bank 1.600% 02/21/2023	249,000.00	248,502.00	249,000.00	498.00
Total					498,000.00	497,128.50	498,000.00	871.50

Transaction Type	Payment Date	Settlement Date	CUSIP	Security Description	Interest Received
Interest/Dividends					
Interest/Dividends	2/1/2023	2/1/2023	538036HC1	Live Oak Banking Company 1.800% 12/11/2023	152.88
Interest/Dividends	2/1/2023	2/1/2023	31846V567	First American Funds, Inc.	538.63
Interest/Dividends	2/7/2023	2/7/2023	88224PLY3	Texas Capital Bank 0.300% 02/07/2023	376.57
Interest/Dividends	2/13/2023	2/13/2023	29278TLF5	EnerBank USA 1.800% 09/13/2023	380.66
Interest/Dividends	2/13/2023	2/13/2023	87270LDK6	TIAA, FSB 0.200% 02/12/2024	251.05
Interest/Dividends	2/13/2023	2/13/2023	32056GDH0	First Internet Bancorp 0.850% 05/13/2024	179.76
Interest/Dividends	2/14/2023	2/14/2023	3135G05S8	FNMA 0.500% 08/14/2025	1,250.00
Interest/Dividends	2/15/2023	2/15/2023	91282CCT6	UST 0.375% 08/15/2024	937.50

Cleveland Public Library Operating Account

TRANSACTION STATEMENT

As of February 28, 2023



Transaction Type	Payment Date	Settlement Date	USIP	Rate Description	Interest Received
Interest/Dividends	2/15/2023	2/15/2023	9128282R0	UST 2.250% 08/15/2027	8,662.50
Interest/Dividends	2/15/2023	2/15/2023	732329BD8	Ponce Bank 3.500% 09/15/2027	740.18
Interest/Dividends	2/17/2023	2/17/2023	3133EMQX3	FFCB 0.590% 02/17/2026	1,475.00
Interest/Dividends	2/17/2023	2/17/2023	3133ENG87	FFCB 2.920% 08/17/2027	9,198.00
Interest/Dividends	2/21/2023	2/21/2023	81768PAF3	ServisFirst Bank 1.600% 02/21/2023	338.37
Interest/Dividends	2/21/2023	2/21/2023	3130AKVV5	FHLB 0.500% 02/18/2026	2,500.00
Interest/Dividends	2/21/2023	2/21/2023	949763M78	Wells Fargo Bank, National Association 1.950% 10/18/2024	372.64
Interest/Dividends	2/23/2023	2/23/2023	75472RAD3	Raymond James Bank, National Association 1.950% 08/23/2023	2,428.04
Interest/Dividends	2/24/2023	2/24/2023	3137EAEV7	FMCC 0.250% 08/24/2023	625.00
Interest/Dividends	2/27/2023	2/27/2023	20033AZ58	Comenity Capital Bank 2.500% 06/27/2024	528.70
Interest/Dividends	2/27/2023	2/27/2023	3133ENJ84	FFCB 3.375% 08/26/2024	12,656.25
Interest/Dividends	2/27/2023	2/27/2023	05465DAK4	Axos Bank 1.650% 03/26/2024	348.94
Interest/Dividends	2/27/2023	2/27/2023	31422XBN1	AGM 0.690% 02/25/2026	1,725.00
Interest/Dividends	2/27/2023	2/27/2023	3136G4J95	FNMA 0.550% 08/25/2025	1,375.00
Interest/Dividends	2/28/2023	2/28/2023	15118RRH2	Celtic Bank Corporation 1.850% 08/30/2024	366.00
Interest/Dividends	2/28/2023	2/28/2023	654062JR0	Nicolet National Bank 1.150% 03/28/2024	219.67
Interest/Dividends	2/28/2023	2/28/2023	70212VAA6	Partners Bank 0.350% 06/30/2023	68.13
Interest/Dividends	2/28/2023	2/28/2023	91282CBQ3	UST 0.500% 02/28/2026	1,875.00
Interest/Dividends	2/28/2023	2/28/2023	91282CCW9	UST 0.750% 08/31/2026	1,875.00

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TRANSACTION STATEMENT

As of February 28, 2023



Transaction Type	Payment Date	Settlement Date	CUSIP	Security Description	Interest Received
Interest/Dividends	2/28/2023	2/28/2023	9128283Z1	UST 2.750% 02/28/2025	7,700.00
Interest/Dividends	2/28/2023	2/28/2023	91282CFH9	UST 3.125% 08/31/2027	9,375.00
Total					68,519.47

Transaction Type	Trade Date	Settlement Date	Transaction Description	Amount
Custodian Fee				
Custodian Fee	2/27/2023	2/27/2023	Cash Out	(534.35)
Total				(534.35)

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STATEMENT DISCLOSURE

As of February 28, 2023



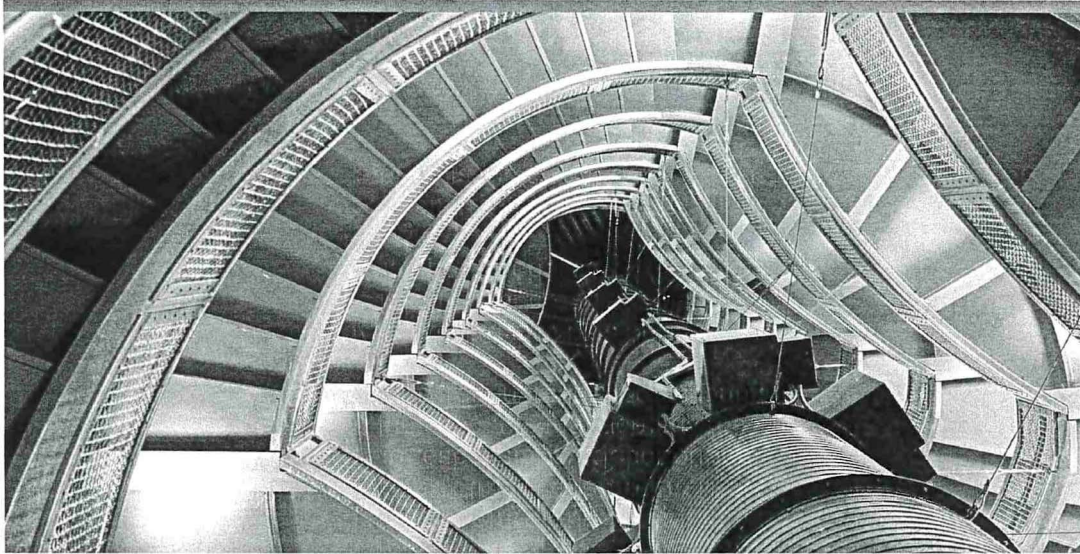
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Cleveland Public Library 2019A Tax-Exempt Bond Proceeds

Monthly Investment Report
February 28, 2023

Your Investment Representative:

Jim McCourt
(614) 923-1151
jmccourt@meederinvestment.com

For questions about your account please contact your investment representative or contact publicfundsoperations@meederinvestment.com
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PORTFOLIO SUMMARY

As of February 28, 2023



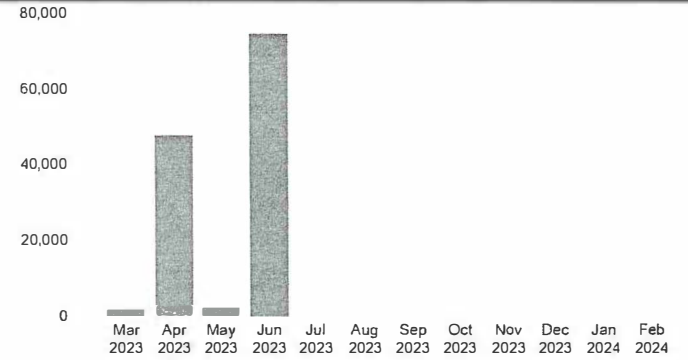
MONTHLY RECONCILIATION

Beginning Book Value	14,424,484.45
Contributions	
Withdrawals	(2,008,637.32)
Prior Month Custodian Fees	(123.23)
Realized Gains/Losses	62,315.98
Gross Interest Earnings	1,372.96
Ending Book Value	12,479,412.84

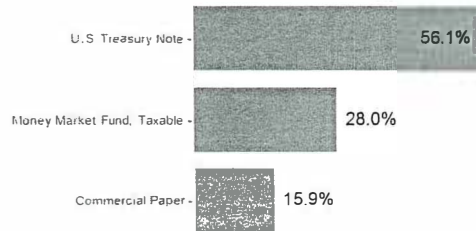
PORTFOLIO CHARACTERISTICS

Portfolio Yield to Maturity	3.09%
Portfolio Effective Duration	0.14 yrs
Weighted Average Maturity	0.14 yrs

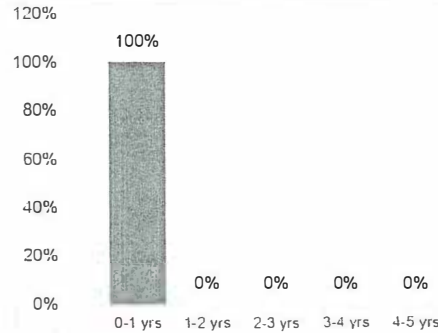
PROJECTED MONTHLY INCOME SCHEDULE



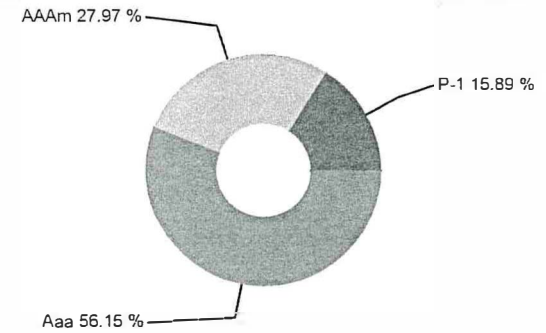
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY



Cleveland Public Library 2019A Tax-Exempt Bond Proceeds

PROJECTED INCOME SCHEDULE

As of February 28, 2023



CUSIP	SECURITY DESCRIPTION	Mar 2023	Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024
8923A1RE3	Toyota Credit de Puerto Rico Corp. 04/14/2023		47,827										
912828ZU7	UST 0.250% 06/15/2023				74,715								
91282CBU4	UST 0.125% 03/31/2023	1,875											
91282CCD1	UST 0.125% 05/31/2023			2,422									
TOTAL		1,875	47,827	2,422	74,715								

Cleveland Public Library 2019A Tax-Exempt Bond Proceeds

POSITION STATEMENT

As of February 28, 2023



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
Cash and Cash Equivalents											
STAROHIO	STAR Ohio XX703	2/28/2023 2/28/2023	\$7,339,595.07	\$7,339,595.07	\$7,339,595.07	4.81%	0.003 0.003	\$1.00 \$7,339,595.07	\$0.00	36.97%	AAAm
31846V567	First American Funds, Inc.	2/28/2023 2/28/2023	\$3,499,876.77	\$3,499,876.77	\$3,499,876.77	4.33%	0.003 0.003	\$1.00 \$3,499,876.77	\$0.00	17.63%	AAAm
SubTotal			\$10,839,471.84	\$10,839,471.84	\$10,839,471.84	4.66%		\$10,839,471.84	\$0.00	54.60%	
Commercial Paper											
8923A1RE3	Toyota Credit de Puerto Rico Corp. 04/14/2023	9/29/2022 9/29/2022	\$2,000,000.00	\$1,952,172.78	\$1,952,172.78	4.48%	0.123 0.123	\$99.41 \$1,988,160.00	\$35,987.22	10.01%	P-1 A-1+
SubTotal			\$2,000,000.00	\$1,952,172.78	\$1,952,172.78	4.48%		\$1,988,160.00	\$35,987.22	10.01%	
U.S. Treasury Note											
91282CBU4	UST 0.125% 03/31/2023	6/3/2021 6/4/2021	\$2,000,000.00	\$1,999,375.00	\$1,999,375.00	0.14%	0.085 0.086	\$99.61 \$1,992,220.00	(\$7,155.00)	10.03%	Aaa AA+
91282CCD1	UST 0.125% 05/31/2023	6/3/2021 6/4/2021	\$2,000,000.00	\$1,998,828.13	\$1,998,828.13	0.15%	0.252 0.248	\$98.80 \$1,975,960.00	(\$22,868.13)	9.95%	Aaa AA+
912828ZU7	UST 0.250% 06/15/2023	11/29/2022 11/30/2022	\$3,100,000.00	\$3,029,160.16	\$3,029,160.16	4.57%	0.293 0.288	\$98.65 \$3,058,088.00	\$28,927.84	15.40%	Aaa AA+
SubTotal			\$7,100,000.00	\$7,027,363.29	\$7,027,363.29	2.07%		\$7,026,268.00	(\$1,095.29)	35.39%	
Grand Total			\$19,939,471.84	\$19,819,007.91	\$19,819,007.91	3.72%		\$19,853,899.84	\$34,891.93	100.00%	

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TRANSACTION STATEMENT

As of February 28, 2023

Transaction Type	Trade Date	Settlement Date	CUSIP	Security Description	Par Value	Principal Cost	Total Proceeds	Realized Gain/Loss
Maturity								
Maturity	2/10/2023	2/10/2023	53948BPA1	Lloyds Bank Corporate Markets PLC 02/10/2023	2,000,000.00	1,963,794.44	2,000,000.00	36,205.56
Maturity	2/27/2023	2/27/2023	8923A1PT2	Toyota Credit de Puerto Rico Corp. 02/27/2023	1,500,000.00	1,473,889.58	1,500,000.00	26,110.42
Total					3,500,000.00	3,437,684.02	3,500,000.00	62,315.98

Transaction Type	Payment Date	Settlement Date	CUSIP	Security Description	Interest Received
Interest/Dividends					
Interest/Dividends	2/1/2023	2/1/2023	31846V567	First American Funds, Inc.	1,372.96
Total					1,372.96

Transaction Type	Trade Date	Settlement Date	Transaction Description	Amount
Custodian Fee				
Custodian Fee	2/27/2023	2/27/2023	Cash Out	(123.23)
Total				(123.23)

Withdrawal				
Withdrawal	2/6/2023	2/6/2023	Cash Out	(2,008,637.32)
Total				(2,008,637.32)

STATEMENT DISCLOSURE

As of February 28, 2023



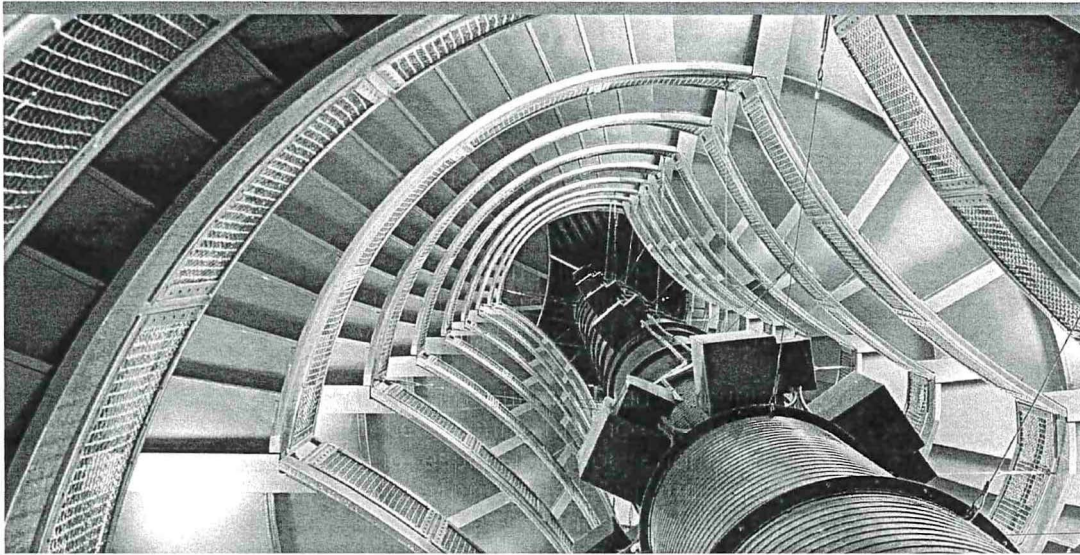
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Cleveland Public Library 2019B Taxable Bond Proceeds

Monthly Investment Report
February 28, 2023

Your Investment Representative:

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jmccourt@meederinvestment.com

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PORTFOLIO SUMMARY

As of February 28, 2023



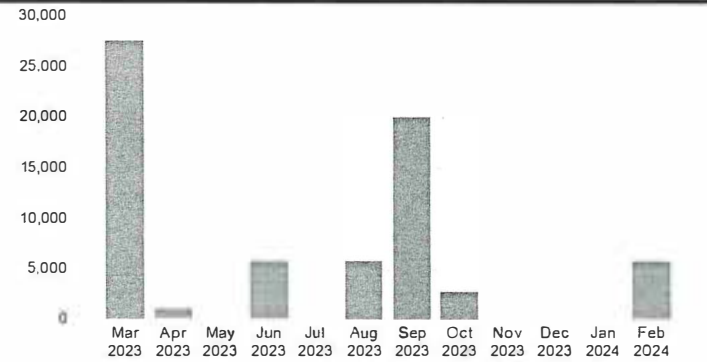
MONTHLY RECONCILIATION

Beginning Book Value	7,199,338.54
Contributions	
Withdrawals	
Prior Month Custodian Fees	(59.01)
Realized Gains/Losses	
Gross Interest Earnings	5,825.00
Ending Book Value	7,205,104.53

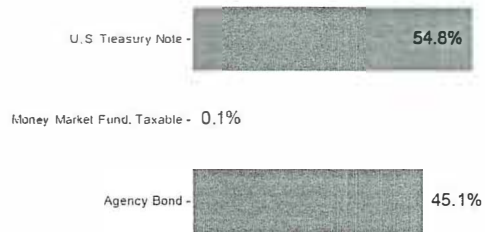
PORTFOLIO CHARACTERISTICS

Portfolio Yield to Maturity	0.96%
Portfolio Effective Duration	0.42 yrs
Weighted Average Maturity	0.44 yrs

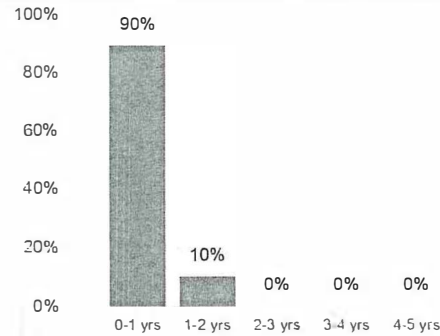
PROJECTED MONTHLY INCOME SCHEDULE



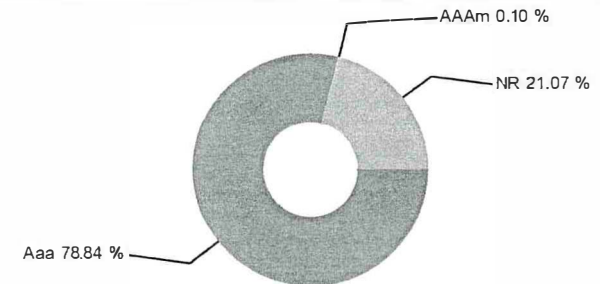
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY



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Cleveland Public Library 2019B Taxable Bond Proceeds

PROJECTED INCOME SCHEDULE

As of February 28, 2023



CUSIP	SECURITY DESCRIPTION	Mar 2023	Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024
3130AGWK7	FHLB 1.500% 08/15/2024						5,813						5,813
3133EMBS0	FFCB 0.200% 10/02/2023		1,000						2,810				
31422BXH8	AGM 0.850% 03/20/2023	6,375											
912828Q29	UST 1.500% 03/31/2023	12,578											
912828T26	UST 1.375% 09/30/2023	8,594						19,971					
91282CCK5	UST 0.125% 06/30/2023				5,777								
TOTAL		27,547	1,000		5,777		5,813	19,971	2,810				5,813

POSITION STATEMENT

As of February 28, 2023



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
Cash and Cash Equivalents											
31846V567	First American Funds, Inc.	2/28/2023 2/28/2023	\$6,897.44	\$6,897.44	\$6,897.44	4.33%	0.003 0.003	\$1.00 \$6,897.44	\$0.00	0.08%	AAAm
STAROHIO	STAR Ohio XX702	2/28/2023 2/28/2023	\$2,023,465.83	\$2,023,465.83	\$2,023,465.83	4.81%	0.003 0.003	\$1.00 \$2,023,465.83	\$0.00	22.17%	AAAm
SubTotal			\$2,030,363.27	\$2,030,363.27	\$2,030,363.27	4.81%		\$2,030,363.27	\$0.00	22.24%	
Agency Bond											
31422BXH8	AGM 0.850% 03/20/2023	3/25/2020 3/27/2020	\$1,500,000.00	\$1,500,000.00	\$1,500,000.00	0.85%	0.055 0.056	\$99.78 \$1,496,670.00	(\$3,330.00)	16.40%	
3133EMBS0	FFCB 0.200% 10/02/2023	10/5/2020 10/6/2020	\$1,000,000.00	\$998,190.00	\$998,190.00	0.26%	0.592 0.578	\$97.13 \$971,330.00	(\$26,860.00)	10.64%	Aaa AA+
3130AGWK7	FHLB 1.500% 08/15/2024	9/26/2019 9/27/2019	\$775,000.00	\$771,187.00	\$771,187.00	1.61%	1.463 1.416	\$94.96 \$735,963.25	(\$35,223.75)	8.06%	Aaa AA+
SubTotal			\$3,275,000.00	\$3,269,377.00	\$3,269,377.00	0.84%		\$3,203,963.25	(\$65,413.75)	35.10%	
U.S. Treasury Note											
912828Q29	UST 1.500% 03/31/2023	9/18/2019 9/19/2019	\$1,000,000.00	\$994,921.88	\$994,921.88	1.65%	0.085 0.086	\$99.73 \$997,300.00	\$2,378.12	10.93%	Aaa AA+
91282CCK5	UST 0.125% 06/30/2023	6/24/2021 6/30/2021	\$1,700,000.00	\$1,695,285.16	\$1,695,285.16	0.26%	0.334 0.328	\$98.41 \$1,672,902.00	(\$22,383.16)	18.33%	Aaa AA+
912828T26	UST 1.375% 09/30/2023	10/25/2019 10/28/2019	\$1,250,000.00	\$1,238,623.05	\$1,238,623.05	1.62%	0.586 0.570	\$97.88 \$1,223,537.50	(\$15,085.55)	13.40%	Aaa AA+
SubTotal			\$3,950,000.00	\$3,928,830.09	\$3,928,830.09	1.04%		\$3,893,739.50	(\$35,090.59)	42.66%	
Grand Total			\$9,255,363.27	\$9,228,570.36	\$9,228,570.36	1.81%		\$9,128,066.02	(\$100,504.34)	100.00%	

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TRANSACTION STATEMENT

As of February 28, 2023



Transaction Type	Payment Date	Settlement Date	CUSIP	Security Description	Interest Received
Interest/Dividends					
Interest/Dividends	2/1/2023	2/1/2023	31846V567	First American Funds, Inc.	12.50
Interest/Dividends	2/15/2023	2/15/2023	3130AGWK7	FHLB 1.500% 08/15/2024	5,812.50
Total					5,825.00

Transaction Type	Trade Date	Settlement Date	Transaction Description	Amount
Custodian Fee				
Custodian Fee	2/27/2023	2/27/2023	Cash Out	(59.01)
Total				(59.01)

STATEMENT DISCLOSURE

As of February 28, 2023



Meeder provides monthly statements for its investment management clients to provide information about the investment portfolio. The information should not be used for audit or confirmation purposes. Please review your custodial statements and report any inaccuracies or discrepancies.

Certain information and data has been supplied by unaffiliated third parties. Although Meeder believes the information is reliable, it cannot warrant the accuracy of information offered by third parties. Market value may reflect prices received from pricing vendors when current market quotations are not available. Prices may not reflect firm bids or offers and may differ from the value at which the security can be sold.

Statements may include positions from unmanaged accounts provided for reporting purposes. Unmanaged accounts are managed directly by the client and are not included in the accounts managed by the investment adviser. This information is provided as a client convenience and the investment adviser assumes no responsibility for performance of these accounts or the accuracy of the data reported.

Investing involves risk. Past performance is no guarantee of future results. Debt and fixed income securities are subject to credit and interest rate risk. The investment return and principal value of an investment will fluctuate so that an investors shares, when redeemed, may be worth more or less than their original cost. Current performance may be lower or higher than the performance data quoted.

Meeder Investment Management is the global brand for the Meeder group of affiliated companies. Investment advisory services are provided through Meeder Public Funds, Inc. Please contact us if you would like to receive a copy of our current ADV disclosure brochure or privacy policy.

CLEVELAND PUBLIC LIBRARY

REPORT C

Board Meeting

March 16, 2023

REPORT ON CONFERENCE AND TRAVEL EXPENDITURES FOR FEBRUARY 2023

In accordance with Board Policy adopted by resolution on November 29, 1972,
a description of Conference and Travel Expenditures is submitted.

ITEM	DATE	TRUSTEE/STAFF MEMBER	AMOUNT
LibraryWorks Design for Libraries: Tools and Principles for Outstanding Library Promotions (Virtual) Cleveland, Ohio	1/10/2023	Christine Colnar	25.00
LibraryWorks Design for Libraries: Tools and Principles for Outstanding Library Promotions (Virtual) Cleveland, Ohio	1/10/2023	Sumayyah Davis	25.00
LibraryWorks Design for Libraries: Tools and Principles for Outstanding Library Promotions (Virtual) Cleveland, Ohio	1/10/2023	Brooke Hodge	25.00
American Library Association LibLearnX New Orleans, Louisiana	1/27/2023 - 1/30/2023	Felton Thomas	1,651.19
LibraryWorks Design for Libraries: Tools and Principles for Outstanding Library Promotions (Virtual) Cleveland, Ohio	1/10/2023	Kelly Woodard	25.00
LibraryWorks Design for Libraries: Tools and Principles for Outstanding Library Promotions (Virtual) Cleveland, Ohio	1/10/2023	Catherine Young	25.00
TOTAL			\$1,776.19

SUMMARY

FUND	FEBRUARY	YEAR TO DATE
General	\$125.00	\$1,018.17
Lockwood Thompson	1,651.19	1,651.19
TOTAL	\$1,776.19	\$2,669.36

Cleveland Public Library

Board Meeting
March 16, 2023

REPORT ON ALL VENDOR EXPENDITURES

In accordance with the Board Policy on Supplier Diversity adopted by resolution on April 15, 2021, the Fiscal Officer is hereby submitting a monthly report on all expenditures for the period:
2/1/2023 through 2/28/2023

Cert	Vendor	City/Description	State	Check Date	Amount/Total
	4IMPRINT	CHICAGO PROMOTIONAL ITEMS FOR WOMENS T	IL	02/17/2023	278.51
					<u>\$278.51</u>
	A & G OFFICE FURNITURE, INC.	CLEVELAND DESK & CHAIR SPECIAL PROJECTS	OH	02/24/2023	2,497.00
					<u>\$2,497.00</u>
	ADMANAGE LTD	CINCINNATI PRE-EMPLOYMENT BACKGROUND CHEC VOID AFTER UPDATE 02/08/2023 PRE-EMPLOYMENT BACKGROUND CHEC PRE-EMPLOYMENT BACKGROUND CHEC	OH	02/03/2023 02/08/2023 02/10/2023 02/17/2023	1,261.10 0.00 1,111.20 819.65
					<u>\$3,191.95</u>
	ADORAMA	NEW YORK PHOTO VIDEO EQUIPMENT 2022	NY	02/03/2023	7,442.00
					<u>\$7,442.00</u>
	ADVANCE OHIO MEDIA INC.	DETROIT DIGITAL ADVERTISING 2/19/22 -	MI	02/08/2023	1,200.00
					<u>\$1,200.00</u>
	AG-PRO OHIO LLC	BOSTON REPAIR LAKESHORE FACILITY GATO	GA	02/08/2023	426.61
					<u>\$426.61</u>
	AIRGAS GREAT LAKES	CHICAGO OXYGEN ACELYLENE TANKS FOR WEL	IL	02/17/2023	148.87
					<u>\$148.87</u>
	ALL AROUND TOWN CATERING INC.	CLEVELAND MAN UP- FOOD	OH	02/24/2023	5,222.50
					<u>\$5,222.50</u>
	ALM HOLDINGS CORPORATION	LONE TREE	CO	02/03/2023	4,669.58
					<u>\$4,669.58</u>
	AMAZON	SEATTLE	WA	02/03/2023	737.18
				02/03/2023	256.58
				02/08/2023	1,675.09
				02/17/2023	1,330.99
				02/24/2023	4,057.80

<u>Cert</u>	<u>Vendor</u>	<u>City/Description</u>	<u>State</u>	<u>Check Date</u>	<u>Amount/Total</u>
					<u>\$8,057.64</u>
	AMERICAN LEGAL PUBLISHING CORPORATION	CINCINNATI	OH	02/03/2023	75.00
				02/17/2023	150.00
					<u>\$225.00</u>
	ANSWER UNITED, INC.	KALAMAZOO	MI	02/17/2023	1,182.76
	CALL-OFF SERVICE FOR ALL CPL S				<u>\$1,182.76</u>
	APLPD HOLDCO, INC. & SUBSIDIARY	BALTIMORE	MD	02/03/2023	114.99
	FMP MOVE - STORAGE PODS			02/08/2023	114.99
	FMP MOVE - STORAGE PODS			02/24/2023	114.99
					<u>\$344.97</u>
	ARC DOCUMENT SOLUTIONS LLC	CINCINNATI	OH	02/17/2023	275.00
	SKYSITE TECHNOLOGY FOR FMP PRO				<u>\$275.00</u>
	ART THERAPY STUDIO	CLEVELAND	OH	02/24/2023	5,088.20
	ART THERAPY SERVICES JUNE 2022				<u>\$5,088.20</u>
	ASTM INTERNATIONAL	EST CONSHOHOCKEN	PA	02/08/2023	15,663.00
					<u>\$15,663.00</u>
	AT & T	CLEVELAND	OH	02/03/2023	1,659.58
	CPL MEASURED BUSINESS LINES			02/03/2023	1,042.49
	AT&T CUSTOM ENGINEERING WORK F			02/17/2023	535.58
	CPL MEASURED BUSINESS LINES			02/17/2023	14,041.32
	ASE ETHERNET SERVICE				<u>\$17,278.97</u>
	B & H PHOTO VIDEO	NEW YORK	NY	02/24/2023	20,295.22
	AV SUPPLIES & EQUIPMENT				<u>\$20,295.22</u>
	BAKER & TAYLOR BOOKS	ATLANTA	GA	02/03/2023	2,943.95
				02/08/2023	9,930.05
				02/17/2023	19,904.25
				02/24/2023	12,019.70
					<u>\$44,797.95</u>
	BANGLADESH ASSOC. OF NORTHEAST OHIO	AVON	OH	02/03/2023	1,500.00
	BANEO BANGLA VICTORY DAY PROGR				<u>\$1,500.00</u>
	BARBERTON PUBLIC LIBRARY	BARBERTON	OH	02/08/2023	16.49
	ONLINE BILL PAYMENT DIST.				<u>\$16.49</u>
	BELLEVUE PUBLIC LIBRARY	BELLEVUE	OH	02/08/2023	95.60
	ONLINE BILL PAYMENT DIST.				<u>\$95.60</u>

Cert	Vendor	City/Description	State	Check Date	Amount/Total
	BEST BUY	DALLAS EMER- ADD'L TVS FOR WESTPARK B	TX	02/17/2023	999.98
		MICROWAVE		02/24/2023	259.99
					<u>\$1,259.97</u>
	BEST BUY TIRE & SERVICE	CLEVELAND EMERGENCY VEHICLE REPAIRS UNDE	OH	02/03/2023	99.95
		EMERGENCY VEHICLE REPAIRS UNDE		02/17/2023	95.25
					<u>\$195.20</u>
	BIALOSKY AND PARTNERS	CLEVELAND GLENVILLE BRANCH PROJECT - AR	OH	02/03/2023	6,254.13
					<u>\$6,254.13</u>
	BIRCHARD PUBLIC LIBRARY	FREMONT VOID AFTER UPDATE 02/08/2023	OH	02/08/2023	0.00
		ONLINE BILL PAYMENT DIST.		02/10/2023	288.49
					<u>\$288.49</u>
	BLACK BOOK	ATLANTA VOID AFTER UPDATE 02/08/2023	GA	02/08/2023	0.00
				02/10/2023	215.00
					<u>\$215.00</u>
	BP	CHARLOTTE GAS FOR VEHICLES NH318	NC	02/17/2023	6,878.98
					<u>\$6,878.98</u>
	BRIDGEPORT PLACE LLC	CLEVELAND GARDEN VALLEY RENT	OH	02/03/2023	5,856.37
		GARDEN VALLEY RENT		02/24/2023	1,774.87
					<u>\$7,631.24</u>
	BRISTOL PUBLIC LIBRARY	BRISTOLVILLE VOID AFTER UPDATE 02/08/2023	OH	02/08/2023	0.00
		ONLINE BILL PAYMENT DIST.		02/10/2023	34.08
					<u>\$34.08</u>
	BRODART COMPANY	WILLIAMSPORT	PA	02/03/2023	81.32
					<u>\$81.32</u>
	BSL ONE LLC	CLEVELAND 1-OF-2 12-MONTH RENEWAL PAY S	OH	02/03/2023	850.00
		1-OF-2 RENEWAL STAND ALONE P		02/08/2023	6,164.70
		1-OF-2 12-MONTH RENEWAL PAY S		02/17/2023	850.00
					<u>\$7,864.70</u>
	BUCKEYE INTERNATIONAL INC.	CLEVELAND STOCK	OH	02/03/2023	3,424.56
					<u>\$3,424.56</u>
	BURTON PUBLIC LIBRARY	BURTON ONLINE BILL PAYMENT DIST.	OH	02/08/2023	116.02
					<u>\$116.02</u>
	CANON SOLUTIONS AMERICA, INC	CHICAGO COPIER MAINTENANCE, COPIES, CO	IL	02/03/2023	161.11

Cert	Vendor	City/Description	State	Check Date	Amount/Total
		COPIER MAINTENANCE, COPIES, CO		02/17/2023	167.73
					<u>\$328.84</u>
	CAROL & JOHN'S COMIC SHOP	CLEVELAND	OH	02/08/2023	1,558.70
				02/17/2023	510.82
					<u>\$2,069.52</u>
	CASALINI LIBRI S.P.A.	FIESOLE		02/17/2023	121.86
				02/24/2023	194.27
					<u>\$316.13</u>
	CBLH DESIGN, INC.	CLEVELAND	OH		
		FMP - ARCHITECTURAL/ENGINEERIN		02/17/2023	10,759.80
					<u>\$10,759.80</u>
	CCH INCORPORATED	CAROL STREAM	IL		
				02/17/2023	19,148.29
					<u>\$19,148.29</u>
	CDW GOVERNMENT, INC	VERNON HILLS	IL		
		CLEVNET- HARDWARE AND SOFTWARE		02/03/2023	375.48
		CLEVNET- HARDWARE. SCANNERS-MT		02/08/2023	430.20
		Map Ink January 2023		02/24/2023	212.73
					<u>\$1,018.41</u>
	CENTER FOR ARTS --INSPIRED LEARNING	CLEVELAND	OH		
		FLAMENCO DANCE PROGRAM, 2/24/2		02/24/2023	200.00
					<u>\$200.00</u>
	CENTRACOMM	FINDLAY	OH		
		PAL ALTO FIREWALL 3 YEAR MAINT		02/08/2023	354,380.14
					<u>\$354,380.14</u>
	CHILCOTE DOHNAL & TIZZANO LLP	CLEVELAND HEIGHTS	OH		
		LEGAL SERVICES - MLK BRANCH RE		02/24/2023	687.50
					<u>\$687.50</u>
	CHRIS WESTBROOKS	SOUTH EUCLID	OH		
		MAN UP, CLE PRESENTER DJ KRIST		02/24/2023	600.00
					<u>\$600.00</u>
	CHRISTINA BACK	DAYTON	OH		
		IMMIGRATION LEGAL SERVICES FOR		02/17/2023	510.00
					<u>\$510.00</u>
	CITY OF CLEV DIV OF WATER	CLEVELAND	OH		
		WATER WOODLAND ACCT# 009680253		02/03/2023	351.60
		VOID AFTER UPDATE 02/08/2023		02/08/2023	0.00
		WATER ADDISON ACCT#7024610000		02/10/2023	3,446.78
		WATER COLLINWOOD ACCT#12451000		02/17/2023	306.97
		WATER FLEET ACCT#7649510000		02/24/2023	258.38
					<u>\$4,363.73</u>
	CITY OF CLEVELAND	CLEVELAND	OH		
		VOID AFTER UPDATE 02/08/2023		02/08/2023	0.00
		ELEVATOR & REFRIGERATION INSPE		02/10/2023	3,576.00

Cert	Vendor	City/Description	State	Check Date	Amount/Total
		BUILDING PERMIT FOR LSW 7,8, A		02/24/2023	8,517.90
					<u>\$12,093.90</u>
	CLEVELAND ASSOCIATION OF BLACK STORYTELLERS	CLEVELAND	OH		
		VOID AFTER UPDATE 02/08/2023		02/08/2023	0.00
		B-ERG KWANZAA PROGRAM AT MLK		02/10/2023	450.00
					<u>\$450.00</u>
	CLEVELAND HEIGHTS - UNIVERSITY HEIGHTS	CLEVELAND HEIGHTS	OH		
		ONLINE BILL PAYMENT DIST.		02/08/2023	183.82
					<u>\$183.82</u>
	CLEVELAND MUSEUM OF ART	CLEVELAND	OH		
		FULTON "ART TO GO" WINTER PROG		02/24/2023	25.00
					<u>\$25.00</u>
	CLEVELAND PUBLIC POWER	CLEVELAND	OH		
		VOID AFTER UPDATE 02/08/2023		02/08/2023	0.00
		ELECTRICITY ADDISON ACCT#68713		02/10/2023	2,004.33
		ELECTRICITY ADDISON ACCT#71901		02/17/2023	52,608.84
					<u>\$54,613.17</u>
	CLEVELAND THERMAL, LLC	CLEVELAND	OH		
		YR 3-OF-10 YR AGMT FOR CHILLED		02/17/2023	15,261.76
					<u>\$15,261.76</u>
	CONNEAUT PUBLIC LIBRARY	CONNEAUT	OH		
		VOID AFTER UPDATE 02/08/2023		02/08/2023	0.00
		ONLINE BILL PAYMENT DIST.		02/10/2023	0.60
					<u>\$0.60</u>
	CONRAD'S TIRE SERVICE, INC.	CLEVELAND	OH		
		REPAIR CARPENTER TRUCK #6		02/08/2023	1,154.19
					<u>\$1,154.19</u>
	CONTRACT SOURCE, INC.	BROADVIEW HEIGHTS	OH		
		TASK STOOL FOR JEFFERSON BRANC		02/03/2023	522.00
		TECH CENTRAL		02/17/2023	2,002.00
					<u>\$2,524.00</u>
	COSGROVE JONHENRY LLC	COLUMBUS	OH		
		ADVOCACY SERVICES ENGAGEMENT		02/17/2023	4,000.00
					<u>\$4,000.00</u>
	DEMCO INC	MILWAUKEE	WI		
		STOCK		02/03/2023	1,350.00
					<u>\$1,350.00</u>
	DESTINATION CLEVELAND	CLEVELAND	OH		
		VOID AFTER UPDATE 02/08/2023		02/08/2023	0.00
		DESTINATION CLEVELAND VISITOR		02/10/2023	2,603.00
					<u>\$2,603.00</u>
	DOMINION EAST OHIO GAS COMPANY	RICHMOND	VA		
		GAS CARNEGIE WEST ACCT#1441200		02/03/2023	7,274.94
		VOID AFTER UPDATE 02/08/2023		02/08/2023	0.00
		GAS E 131 ST ACCT#5441200134469		02/10/2023	6,676.61
		GAS ML KING ACCT#5440600134497		02/17/2023	14,872.78

Cert	Vendor	City/Description	State	Check Date	Amount/Total
		GAS ADDISON ACCT#9500033259589		02/24/2023	6,997.24
					<u>\$35,821.57</u>
	EAST CLEVELAND PUBLIC LIBRARY	EAST CLEVELAND VOID AFTER UPDATE 02/08/2023	OH	02/08/2023	0.00
		ONLINE BILL PAYMENT DIST.		02/10/2023	29.95
					<u>\$29.95</u>
	EASTON TELECOM SERVICES LLC	CLEVELAND YR 1 & 2 CONTRACT SIP TRUNK F	OH	02/03/2023	4,392.25
					<u>\$4,392.25</u>
	EBSCO SUBSCRIPTION SERVICES	DALLAS	TX	02/08/2023	13.94
					<u>\$13.94</u>
	EDUCATION PLUS, LLC.	CINCINNATI E-RATE CONSULTING SERVICES FOR	OH	02/08/2023	7,500.00
					<u>\$7,500.00</u>
	ELECTRO-ANALYTICAL, INC	CLEVELAND EMER- GARDEN VALLEY AIR SAMPLE	OH	02/17/2023	1,775.00
					<u>\$1,775.00</u>
	ELYRIA PUBLIC LIBRARY	ELYRIA ONLINE BILL PAYMENT DIST.	OH	02/08/2023	267.71
					<u>\$267.71</u>
	EMPLOYERS RESOURCE COUNCIL	HIGHLAND HTS VOID AFTER UPDATE 02/08/2023	OH	02/08/2023	0.00
		VIRTUAL TRAINING: SUPERVISORY		02/10/2023	2,778.30
					<u>\$2,778.30</u>
	ENTERPRISE FLEET MANAGEMENT INC	STRONGSVILLE YR 2 OF 5 YR VEHICLE LEASES	OH	02/17/2023	1,522.52
		YR 2 OF 5 YR VEHICLE LEASES		02/24/2023	2,165.98
					<u>\$3,688.50</u>
	EUCLID PUBLIC LIBRARY	EUCLID ONLINE BILL PAYMENT DIST.	OH	02/08/2023	168.97
					<u>\$168.97</u>
	FARONICS TECHNOLOGIES USA INC.	PLEASANTON CLEVNET- DEEP FREEZE MAINTENAN	CA	02/08/2023	15,900.00
					<u>\$15,900.00</u>
	FEDERAL EXPRESS CORP	PITTSBURGH VOID AFTER UPDATE 02/08/2023	PA	02/08/2023	0.00
		FEDERAL EXPRESS CHARGES		02/10/2023	131.15
		FEDERAL EXPRESS CHARGES		02/17/2023	86.15
					<u>\$217.30</u>
	GEAUGA COUNTY PUBLIC LIBRARY	CHARDON VOID AFTER UPDATE 02/08/2023	OH	02/08/2023	0.00
		ONLINE BILL PAYMENT DIST.		02/10/2023	804.33
					<u>\$804.33</u>
	GEOTAB USA, INC.	LAS VEGAS SOURCEWELL FLEET MANAGEMENT	NV	02/17/2023	490.62

<u>Cert</u>	<u>Vendor</u>	<u>City/Description</u>	<u>State</u>	<u>Check Date</u>	<u>Amount/Total</u>
					\$490.62
	GILBANE BUILDING COMPANY	CLEVELAND	OH		
		FMP PHASE 1A GMP - JEFFERSON		02/03/2023	145,784.00
		FMP PHASE 1A GMP - WOODLAND		02/08/2023	392,492.00
					\$538,276.00
	GIRARD FREE LIBRARY	GIRARD	OH		
		VOID AFTER UPDATE 02/08/2023		02/08/2023	0.00
		ONLINE BILL PAYMENT DIST.		02/10/2023	10.00
					\$10.00
	GLASS DOCTOR	CLEVELAND	OH		
		EMERGENCY GLASS REPAIRS		02/17/2023	1,533.82
					\$1,533.82
	GRAY MEDIA GROUP	TALLAHASSEE	FL		
		IWOIO CAMPAIGN - CLEVELAND REA		02/17/2023	1,950.00
		WOIO CAMPAIGN - CLEVELAND READ		02/17/2023	5,680.00
					\$7,630.00
	GREAT LAKES PUBLISHING COMPANY	CLEVELAND	OH		
		CLEVELAND MAGAZINE GIVE 200 AD		02/24/2023	967.50
					\$967.50
	GUARDIAN ALARM	CHICAGO	IL		
		ALARM MONITORING		02/08/2023	2,578.14
					\$2,578.14
	HARBOR-TOPKY MEMORIAL LIBRARY	ASHTABULA	OH		
		ONLINE BILL PAYMENT DIST.		02/08/2023	10.00
					\$10.00
	HF GROUP, LLC	NORTH MANCHESTER	IN		
		2ND RENEWAL OF 4 - BOOK BINDIN		02/24/2023	2,351.90
					\$2,351.90
	HUBBARD PUBLIC LIBRARY	HUBBARD	OH		
		VOID AFTER UPDATE 02/08/2023		02/08/2023	0.00
		ONLINE BILL PAYMENT DIST.		02/10/2023	75.77
					\$75.77
	HUDSON LIBRARY & HISTORICAL SOCIETY	HUDSON	OH		
		VOID AFTER UPDATE 02/08/2023		02/08/2023	0.00
		ONLINE BILL PAYMENT DIST.		02/10/2023	231.20
					\$231.20
	HUNTINGTON NATIONAL BANK	PITTSBURGH	PA		
		FEBRUARY P-CARD STATEMENT		02/21/2023	19,601.56
					\$19,601.56
	HURON PUBLIC LIBRARY	HURON	OH		
		ONLINE BILL PAYMENT DIST.		02/08/2023	35.55
					\$35.55
	INGRAM LIBRARY SERVICES	ST. LOUIS	MO		
				02/03/2023	6,944.92
				02/08/2023	12,409.12
				02/17/2023	9,697.61

<u>Cert</u>	<u>Vendor</u>	<u>City/Description</u>	<u>State</u>	<u>Check Date</u>	<u>Amount/Total</u>
				02/24/2023	21,702.92
					<u>\$50,754.57</u>
	INTEGRATED PRECISION SYSTEMS INC (IPS)	VALLEY VIEW	OH		
		ACCESS CONTROL & CAMERA MAINTENANCE		02/08/2023	3,438.90
		8TH AMENDMENT PEOPLE COUNTING		02/24/2023	49,278.00
					<u>\$52,716.90</u>
	INTEGRUM WORLD LLC	BROOKLYN	NY		
				02/24/2023	554.95
					<u>\$554.95</u>
	JACKSON MANUFACTURERS COMPANY INC.	ONTARIO	CA		
		ROCKPORT BOOK DROP UPDATED TO		02/03/2023	6,673.00
					<u>\$6,673.00</u>
	JANWAY COMPANY USA, INC	COGAN STATION	PA		
		ERG CURB CUT COLLECTIVE - PATR		02/17/2023	634.59
					<u>\$634.59</u>
	JASMYNE HAMMONDS	RAHWAY	NY		
		CLEREADS YOUNG ADULT BOOK FEST		02/03/2023	532.40
					<u>\$532.40</u>
	JKURTZ ARCHITECTS, LTD	CLEVELAND	OH		
		MLK BRANCH DESIGN SERVICES		02/08/2023	46,328.00
					<u>\$46,328.00</u>
	JSTOR	NEW YORK	NY		
				02/17/2023	8,393.00
					<u>\$8,393.00</u>
	KAPCO	KENT	OH		
		STOCK		02/08/2023	1,357.50
					<u>\$1,357.50</u>
	KEYSTONE SYSTEMS INC	RALEIGH	NC		
		KLAS MAINTENANCE AGREEMENT - T		02/08/2023	7,036.95
					<u>\$7,036.95</u>
	KIERA DANYALE BROWN, THE TWISTER	BEACHWOOD	OH		
		FAMILY SPACE GRAND OPENINGS- 2		02/24/2023	700.00
					<u>\$700.00</u>
	KINGSVILLE PUBLIC LIBRARY	KINGSVILLE	OH		
		VOID AFTER UPDATE 02/08/2023		02/08/2023	0.00
		ONLINE BILL PAYMENT DIST.		02/10/2023	49.80
					<u>\$49.80</u>
	KINSMAN FREE PUBLIC LIBRARY	KINSMAN	OH		
		ONLINE BILL PAYMENT DIST.		02/08/2023	152.20
					<u>\$152.20</u>
	KIRTLAND PUBLIC LIBRARY	KIRTLAND	OH		
		ONLINE BILL PAYMENT DIST.		02/08/2023	27.00
					<u>\$27.00</u>
	L'NIQUE RENTAL COMPANY, INC.	VALLEY VIEW	OH		
		LINEN DRY CLEANING		02/17/2023	218.87
		LINEN DRY CLEANING		02/24/2023	43.42

Cert	Vendor	City/Description	State	Check Date	Amount/Total
					\$262.29
	LAND STUDIO INC	CLEVELAND LAND STUDIO - SEE ALSO EXHIBIT	OH	02/24/2023	60,000.00
					\$60,000.00
	LEAH JOHNSON	INDIANAPOLIS CLEREADS YOUNG ADULT BOOK FEST	IN	02/03/2023	350.00
					\$350.00
	LEGAL AID SOCIETY OF CLEVELAND	CLEVELAND VOID AFTER UPDATE 02/08/2023	OH	02/08/2023	0.00
		VOID AFTER UPDATE 02/09/2023		02/10/2023	0.00
		LEGAL AID SOCIETY 2022		02/10/2023	6,225.00
					\$6,225.00
	LEGALWORKS, INC.	CLEVELAND LEGAL WORKS - 2022 AGREEMENT S	OH	02/24/2023	12,000.00
					\$12,000.00
	LIBRARY BINDING SERVICE	DES MOINES FOUR FLAP ENCLOSURES	IA	02/08/2023	1,001.68
					\$1,001.68
	LIBRARY IDEAS LLC	VIENNA VOID AFTER UPDATE 02/08/2023	VA	02/08/2023	0.00
				02/10/2023	80,000.00
					\$80,000.00
	LOGANBERRY BOOKS, INC	SHAKER HTS VOID AFTER UPDATE 02/08/2023	OH	02/08/2023	0.00
				02/10/2023	55.75
					\$55.75
	LORAIN PUBLIC LIBRARY	LORAIN VOID AFTER UPDATE 02/08/2023	OH	02/08/2023	0.00
		ONLINE BILL PAYMENT DIST.		02/10/2023	226.91
					\$226.91
	LYNGSOE SYSTEMS, INC	FREDERICK AUTOMATED MATERIALS HANDLING S	MD	02/08/2023	122,499.65
					\$122,499.65
	LYRASIS	COLUMBIA LYRASIS DURASPACE DIGITAL BACK	SC	02/24/2023	11,505.00
					\$11,505.00
	MACMILLAN HOLDINGS, LLC	ATLANTA MAN UP CLEVELAND PROMISE BOYS	GA	02/24/2023	3,276.55
					\$3,276.55
	MADISON PUBLIC LIBRARY	MADISON ONLINE BILL PAYMENT DIST.	OH	02/08/2023	111.66
					\$111.66
	MATTHEW BENDER & COMPANY	CHICAGO VOID AFTER UPDATE 02/08/2023	IL	02/08/2023	0.00
				02/10/2023	1,831.19

Cert	Vendor	City/Description	State	Check Date	Amount/Total
					<u>\$1,831.19</u>
	MCGIVEN ENTERPRISES INC.	CLEVELAND SALT SPREADER REPAIRS	OH	02/03/2023	248.72
					<u>\$248.72</u>
	MCKINLEY MEMORIAL LIBRARY	MILES ONLINE BILL PAYMENT DIST.	OH	02/08/2023	133.92
					<u>\$133.92</u>
	MEDINA CNTY DISTRICT LIBRARY	MEDINA ONLINE BILL PAYMENT DIST.	OH	02/08/2023	701.68
					<u>\$701.68</u>
	MENTOR PUBLIC LIBRARY	MENTOR VOID AFTER UPDATE 02/08/2023 ONLINE BILL PAYMENT DIST.	OH	02/08/2023 02/10/2023	0.00 213.80
					<u>\$213.80</u>
	MIDWEST TAPE LLC.	HOLLAND	OH	02/03/2023 02/08/2023 02/17/2023 02/24/2023	6,164.73 20,962.50 982.41 8,037.57
					<u>\$36,147.21</u>
	MISCELLANEOUS VENDORS	CONFERENCE/TRAVEL EXPENSES REIMBURSEMENTS - 0009202209217		02/03/2023 02/24/2023	125.00 43.99
					<u>\$168.99</u>
FBE	MNJ TECHNOLOGIES DIRECT, INC	CHICAGO FMP GROUP 1A COMPUTER EQUIPMEN SOCC STORAGE UPGRADE	IL	02/08/2023 02/08/2023	2,600.00 280.00
					<u>\$2,880.00</u>
	MORLEY LIBRARY	PAINESVILLE VOID AFTER UPDATE 02/08/2023 ONLINE BILL PAYMENT DIST.	OH	02/08/2023 02/10/2023	0.00 147.45
					<u>\$147.45</u>
	MORRIS H ERVIN, JR	WILLOUGHBY MAN UP, CLE PRESENTER ERVIN MO	OH	02/24/2023	620.00
					<u>\$620.00</u>
	MUNICIPAL CODE CORP	TALLAHASSEE	FL	02/03/2023	162.24
					<u>\$162.24</u>
	NAYAX	HUNT VALLEY SERVICE AGREEMENT FOR CASHLESS	MD	02/10/2023	254.40
					<u>\$254.40</u>
	NETWORK DYNAMICS LLC	CLEVELAND SFPS FOR CLEVNET SWITCHES	OH	02/03/2023	2,410.20
					<u>\$2,410.20</u>
	NEXSTAR BROADCASTING INC	INDIANAPOLIS FOX 8 OPS AND COLLECTIONS PR 2	IN	02/17/2023	2,444.44

Cert	Vendor	City/Description	State	Check Date	Amount/Total
		2023 FOX8 CAMPAIGN - CLEVELAND		02/24/2023	2,000.00
					<u>\$4,444.44</u>
	NORTHEAST OHIO REG SEWER DISTRICT	CLEVELAND	OH		
		SEWER HARVARD LEE ACCT#7378690		02/03/2023	301.74
		VOID AFTER UPDATE 02/08/2023		02/08/2023	0.00
		SEWER WALZ ACCT#4940509185		02/10/2023	42.96
		SEWER ADDISON ACCT#8671350002		02/17/2023	5,954.78
		SEWER COLLINWOOD ACCT#45515500		02/24/2023	380.77
					<u>\$6,680.25</u>
	NORWALK PUBLIC LIBRARY	NORWALK	OH		
		ONLINE BILL PAYMENT DIST.		02/08/2023	19.97
					<u>\$19.97</u>
	OCLC INC	CINCINNATI	OH		
		ILL CHARGES		02/24/2023	46,698.96
					<u>\$46,698.96</u>
	ODP BUSINESS SOLUTIONS LLC.	BOCA RATON	FL		
		ACCOUNTING PAPER - CARD STOCK		02/03/2023	180.90
					<u>\$180.90</u>
	OMNIGO SOFTWARE, LLC.	CHICAGO	IL		
		RENEWAL ONLINE INCIDENT REPORT		02/24/2023	13,842.40
					<u>\$13,842.40</u>
	ORRVILLE PUBLIC LIBRARY	ORRVILLE	OH		
		ONLINE BILL PAYMENT DIST.		02/08/2023	279.76
					<u>\$279.76</u>
	OSBORN ENGINEERING	CLEVELAND	OH		
		ENGINEER SERVICES-LSW FLOORS 7		02/17/2023	497.50
					<u>\$497.50</u>
	OTTO HARRASSOWITZ	WIESBADEN			
				02/03/2023	712.54
		VOID AFTER UPDATE 02/08/2023		02/08/2023	0.00
				02/10/2023	101.46
					<u>\$814.00</u>
	OVERDRIVE INC	CLEVELAND	OH		
				02/03/2023	118,294.91
				02/08/2023	45,810.00
				02/17/2023	40,779.69
				02/24/2023	41,334.25
					<u>\$246,218.85</u>
	PACIFIC TELEMAGEMENT SERVICES	PASADENA	CA		
		COIN PHONE LSW LOBBY		02/03/2023	30.00
					<u>\$30.00</u>
	PANZICA CONSTRUCTION	MAYFIELD VILLAGE	OH		
		PRECONSTRUCTION SERVICES AND G		02/03/2023	302,336.79
					<u>\$302,336.79</u>
	PAYROLL EMPLOYEE CHECK	RETURNED BY BANK		02/21/2023	240.00

<u>Cert</u>	<u>Vendor</u>	<u>City/Description</u>	<u>State</u>	<u>Check Date</u>	<u>Amount/Total</u>
					\$240.00
MBE	PEAK ELECTRIC, INC	TOLEDO SHIPPING SUPPLIES	OH	02/03/2023	1,064.88
		GENERAL CUSTODIAL SUPPLIES		02/08/2023	118.68
		OFFICER BALLISTIC VEST W/ CARR		02/17/2023	5,936.67
					\$7,120.23
	PENINSULA LIBRARY AND HISTORICAL SOCIETY	PENINSULA ONLINE BILL PAYMENT DIST.	OH	02/08/2023	97.85
					\$97.85
	PERRY PUBLIC LIBRARY	PERRY ONLINE BILL PAYMENT DIST.	OH	02/08/2023	26.00
					\$26.00
	PETER MAC EWAN	LYNDHURST CONSULTING SERVICES	OH	02/17/2023	4,500.00
					\$4,500.00
	PITNEY BOWES RESERVE ACCOUNT	CANTON PITNEY BOWES MAIL ACCOUNT	MA	02/24/2023	4,999.00
					\$4,999.00
	PLANTSCAPING, INC.	CLEVELAND LSW INDOOR PLANT MAINTENANCE	OH	02/08/2023	972.00
					\$972.00
	POLICYMAP, INC.	PHILADELPHIA VOID AFTER UPDATE 02/08/2023	PA	02/08/2023	0.00
		POLICYMAP SUBSCRIPTION RENEWAL		02/10/2023	35,000.00
					\$35,000.00
	PROFESSIONAL SERVICE INDUSTRIES	CLEVELAND ENGINEERING SERVICES FOR FMP P	OH	02/08/2023	5,608.37
		ENGINEERING SERVICES FOR FMP P		02/24/2023	800.00
					\$6,408.37
	PS AWARDS	CLEVELAND MARTIN L KING JR. CEREMONY - A	OH	02/17/2023	979.51
		PS AWARDS FOR THE 2022 SUGARMA		02/24/2023	1,045.00
					\$2,024.51
MBE	RADIO ONE	ATLANTA RADIO ONE WZAK/WENZ CLEVELAND	GA	02/17/2023	80.00
		RADIO ONE WZAK/WENZ CLEVELAND		02/17/2023	1,700.00
		RADIO ONE WZAK/WENZ CLEVELAND		02/17/2023	1,260.00
					\$3,040.00
	REFRIGERATION SALES CORP	CLEVELAND FLEET BRANCH MEETING ROOM HVAC	OH	02/03/2023	617.69
					\$617.69
FBE	REGENCY CONSTRUCTION	BROOKPARK FMP PHASE 1B GMP - EASTMAN	OH	02/08/2023	333,832.91
		FMP PHASE 1B GMP - ROCKPORT		02/17/2023	87,457.33
		FMP PHASE 1B GMP - LORAIN		02/24/2023	216,687.03
					\$637,977.27

Cert	Vendor	City/Description	State	Check Date	Amount/Total
	REGENTS OF THE UNIVERSITY OF MINNESOTA	MINNEAPOLIS STOCK	MN	02/03/2023	3,980.00
					<u>\$3,980.00</u>
	RENOUF PUBLISHING CO, LTD	OGDENSBURG	NY	02/17/2023	7,600.00
					<u>\$7,600.00</u>
	REPUBLIC SERVICES #224	LOUISVILLE YR 1 OF 3 AGMT FOR WASTE MGMT	KY	02/08/2023	1,406.93
					<u>\$1,406.93</u>
	RITTER PUBLIC LIBRARY	VERMILION VOID AFTER UPDATE 02/08/2023 ONLINE BILL PAYMENT DIST.	OH	02/08/2023 02/10/2023	0.00 60.45
					<u>\$60.45</u>
	ROCKY RIVER PUBLIC LIBRARY	ROCKY RIVER ONLINE BILL PAYMENT DIST.	OH	02/08/2023	71.86
					<u>\$71.86</u>
	RONALD GREER	CLEVELAND HTS MAN UP- T SHIRTS	OH	02/17/2023	3,004.00
					<u>\$3,004.00</u>
	ROYAL ACME CORP	CLEVELAND TRODAT 38144 LINE DATER/ALPHA	OH	02/24/2023	443.00
					<u>\$443.00</u>
	SAFETY CONTROL TECHNOLOGY	MIDDLEBURG HEIGHTS 2022 SAFETY & HEALTH CONSULTAT	OH	02/24/2023	75.00
					<u>\$75.00</u>
	SANDUSKY LIBRARY ASSOCIATION	SANDUSKY ONLINE BILL PAYMENT DIST.	OH	02/08/2023	288.80
					<u>\$288.80</u>
	SCRIPPS MEDIA	CLEVELAND WEWS Q1 2023 GEN AWARENESS CAM	OH	02/17/2023	4,500.00
					<u>\$4,500.00</u>
	SEDGWICK CLAIMS MANAGEMENT SERVICES INC.	CLEVELAND TPA SERVICES FOR 2023 WORKERS	OH	02/03/2023	5,420.00
					<u>\$5,420.00</u>
	SERBICA BOOKS	ORT CREDIT ONTARIO		02/03/2023	295.00
		VOID AFTER UPDATE 02/08/2023		02/08/2023	0.00
				02/10/2023	2,438.00
				02/24/2023	189.00
					<u>\$2,922.00</u>
	SHAKER HEIGHTS PUBLIC LIBRARY	SHAKER HTS ONLINE BILL PAYMENT DIST.	OH	02/08/2023	138.50
					<u>\$138.50</u>
	SHAMROCK COMPANIES INC	CLEVELAND INVENTORY BARCODE LABELS	OH	02/17/2023	301.60
					<u>\$301.60</u>

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	SIRSIDYNIX	MINNEAPOLIS SIRSI WEB SERVICES	MN	02/17/2023	24,690.00
					<u>\$24,690.00</u>
	STAPLES ADVANTAGE	DALLAS PROP MGMT OFFICE SUPPLIES	TX	02/03/2023	53.06
					<u>\$53.06</u>
	STOW MUNROE FALLS PUBLIC LIBRARY	STOW VOID AFTER UPDATE 02/08/2023 ONLINE BILL PAYMENT DIST.	OH	02/08/2023 02/10/2023	0.00 393.79
					<u>\$393.79</u>
	TALAS	BROOKLYN VOID AFTER UPDATE 02/08/2023 BOOK BOXING AND REPAIR MATERIA	NY	02/08/2023 02/10/2023	0.00 789.74
					<u>\$789.74</u>
	TALEVATION, LLC	KOKOMO SHL SKILLS & BEHAVIORAL ASSESS	IN	02/17/2023	4,656.00
					<u>\$4,656.00</u>
	TERMINIX INTERNATIONAL COMPANY LP	DDLEBURGE HEIGHTS 2023 PEST MANAGEMENT SERVICES	OH	02/17/2023	1,607.50
					<u>\$1,607.50</u>
	THE FISH BUTLER AQUARIUM SERVICES	ELYRIA AQUARIUM MAINTENANCE SERVICES	OH	02/17/2023	310.00
					<u>\$310.00</u>
	THE ILLUMINATING CO	AKRON ELECTRICITY E131 ST ACCT#11002 VOID AFTER UPDATE 02/08/2023 ELECTRICITY FLEET ACCT#1100216 ELECTRICITY FLEET ACCT#1100217 ELECTRICITY JEFFERSON ACCT#110	OH	02/03/2023 02/08/2023 02/10/2023 02/17/2023 02/24/2023	83,930.30 0.00 5,318.79 4,215.99 49,789.05
					<u>\$143,254.13</u>
	THE LAVIN AGENCY INC.	NEW YORK GIRL POWER- STONE - DEPOSIT	NY	02/03/2023	5,000.00
					<u>\$5,000.00</u>
	THE WALTER H DRANE CO	CINCINNATI VOID AFTER UPDATE 02/08/2023	OH	02/08/2023 02/10/2023	0.00 396.67
					<u>\$396.67</u>
	THERON BROWN	AKRON MUSIC AT MAIN - BROWN	OH	02/03/2023	1,000.00
					<u>\$1,000.00</u>
	THINKSTOCK	ST. LOUIS	MO	02/17/2023	3,800.00
					<u>\$3,800.00</u>
	TIFFANY HILL	MAPLE HEIGHTS MAN UP CLE PRESENTER TIFFANY	OH	02/24/2023	420.00
					<u>\$420.00</u>

Cert	Vendor	City/Description	State	Check Date	Amount/Total
	TREASURER OF STATE	COLUMBUS SALES TAX	OH	02/23/2023	458.64
					<u>458.64</u>
	TREASURER STATE OF OHIO	REYNOLDSBURG BOILER INSPECTIONS SOUTH BOILER INSPECTIONS	OH	02/03/2023 02/17/2023	136.50 50.00
					<u>186.50</u>
	TWINSBURG PUBLIC LIBRARY	TWINSBURG ONLINE BILL PAYMENT DIST.	OH	02/08/2023	387.95
					<u>387.95</u>
	TYLER TECHNOLOGIES INC	DALLAS DISASTER RECOVERY SERVICES	TX	02/24/2023	15,834.00
					<u>\$15,834.00</u>
	ULINE	WAUKEGAN TUBES FOR BANNERS	IL	02/17/2023	217.61
					<u>\$217.61</u>
	UNBOUND EVENTS INC.	BEND CLEREADS YOUNG ADULT BOOK FEST	OR	02/03/2023	1,556.21
					<u>\$1,556.21</u>
	UNIFIRST CORPORATION	DALLAS UNIFORM RENTAL SERVICES YR 3 O UNIFORM RENTAL SERVICES YR 3 O UNIFORM RENTAL SERVICES YR 3 O	TX	02/03/2023 02/08/2023 02/17/2023	2,896.80 849.57 257.00
					<u>\$4,003.37</u>
	UNIQUE MANAGEMENT SERVICES, INC.	JEFFERSONVILLE CLEVNET NOTICE PRINTING SERVIC CPL - HOLD PICKUP NOTICE PRINT	IN	02/03/2023 02/08/2023	73.60 399.96
					<u>\$473.56</u>
	UNITED PARCEL SERVICE	CHICAGO ACCT# 479584- BKS BY MAIL ACCT 493-688 SHIPPING ACCT 493-688 SHIPPING	IL	02/17/2023 02/17/2023 02/24/2023	2,006.07 4,883.91 1,355.43
					<u>\$8,245.41</u>
	UNIVERSITY CIRCLE INCORPORATED	CLEVELAND MEMBERSHIP FEE MEMBERSHIP FEE	OH	02/03/2023 02/17/2023	1,564.77 1,564.77
					<u>\$3,129.54</u>
	UNIVERSITY PRODUCTS INC	HOLYOKE VOID AFTER UPDATE 02/08/2023 MATERIALS TO PROCESS WEIDENTHA SUPPLIES NEEDED FOR LSWARHCIV	MA	02/08/2023 02/10/2023 02/24/2023	0.00 976.80 2,261.00
					<u>\$3,237.80</u>
	US BANK NA	SAINT LOUIS GAS FOR VEHICLES	MO	02/17/2023	16.87
					<u>\$16.87</u>
	VANCE OUTDOORS, INC.	COLUMBUS	OH		

Cert	Vendor	City/Description	State	Check Date	Amount/Total
		PEPPER GEL & HOLSTERS		02/08/2023	410.00
					<u>\$410.00</u>
	VERIZON WIRELESS	NEWARK CELL PHONES	NJ	02/24/2023	5,723.42
					<u>\$5,723.42</u>
ODB	VOCON PARTNERS, LLC	CLEVELAND FMP PROJECT - ARCHITECT FEES F	OH	02/08/2023	2,810.17
					<u>\$2,810.17</u>
	W B MASON CO INC	BOSTON LIBRARY APP PAPER ORDER	MA	02/24/2023	802.32
					<u>\$802.32</u>
	WAYNE COUNTY PUBLIC LIBRARY	WOOSTER ONLINE BILL PAYMENT DIST.	OH	02/08/2023	488.20
					<u>\$488.20</u>
	WEST PUBLISHING PAYMENT CENTER	CAROL STREAM VOID AFTER UPDATE 02/08/2023	IL	02/08/2023	0.00
		VOID AFTER UPDATE 02/08/2023		02/08/2023	0.00
				02/10/2023	3,015.55
				02/10/2023	12,201.30
				02/24/2023	5,760.00
					<u>\$20,976.85</u>
	WICKLIFFE PUBLIC LIBRARY	WICKLIFFE VOID AFTER UPDATE 02/08/2023	OH	02/08/2023	0.00
		ONLINE BILL PAYMENT DIST.		02/10/2023	340.94
					<u>\$340.94</u>
	WILLOUGHBY EASTLAKE PUBLIC LIBRARY	WILLOWICK ONLINE BILL PAYMENT DIST.	OH	02/08/2023	480.01
					<u>\$480.01</u>
	WINSUPPLY CLEVELAND OH	CLEVELAND LAKESHORE FACILITY AIR HANDLER	OH	02/24/2023	620.80
					<u>\$620.80</u>
	WINZER CORPORATION	DALLAS STOCK PPE	TX	02/03/2023	2,317.52
					<u>\$2,317.52</u>
	WKYC-TV, LLC	CINCINNATI WKYC 2023 CLEVELAND READS & LI	OH	02/17/2023	1,751.00
					<u>\$1,751.00</u>
	WORLD BOOK INC	CANTON VOID AFTER UPDATE 02/08/2023	OH	02/08/2023	0.00
				02/10/2023	16,786.00
					<u>\$16,786.00</u>
MBE	WORLD JOURNAL/WORLD JOURNAL BOOKSTORE	CLEVELAND	OH	02/08/2023	723.37
					<u>\$723.37</u>
	YBP LIBRARY SERVICES	ATLANTA	GA	02/08/2023	615.10

Cert	Vendor	City/Description	State	Check Date	Amount/Total
				02/24/2023	374.97
					<u>\$990.07</u>
	YORK RISK SERVICES GROUP INC,	COLUMBUS FMLA SERVICE	OH	02/24/2023	1,856.25
					<u>\$1,856.25</u>
Grand Total for Checks Issued from 2/1/2023 through 2/28/2023:					<u>\$3,465,752.49</u>

If known, vendors were classed:

DOE = Disabled-Owned Enterprise

FBE = Female Business Enterprise

LGBT = LGBTQ Business Enterprise

MBE = Minority Business Enterprise

ODB = Other Diverse Business

VOE = Veteran-Owned Enterprise

CLEVELAND PUBLIC LIBRARY

Board Meeting
March 16, 2023

Hough Branch

In accordance with the Board resolution adopted on July 6, 2021, a report to the Board of Trustees on expenditures and contracts entered into, including those in excess of \$25,000, to pay the costs resulting from changes and additions to the Project which may be made in the future by the Library, and which are not included in the GMP, is hereby submitted:

For the Period Ending February 28, 2023

Date	Vendor	PO	Description	Owner's Contingency Fund \$ 284,209.00		GMP Increase
				Encumbered	Expended	
10/19/2021	Gilbane Building Company	210875	Change Order #001			\$ 8,223.00
12/29/2021	Gilbane Building Company	210875	Change Order #002			5,774.00
1/28/2022	Gilbane Building Company	210875	Change Order #003			44,090.00
2/23/2022	Gilbane Building Company	210875	Change Order #004			10,539.00
4/6/2022	Gilbane Building Company	210875	Change Order #005			20,220.00
11/1/2022	Gilbane Building Company	210875	Change Order #006			138,764.00
1/3/2023	Gilbane Building Company	210875	Change Order #007			56,599.00
				\$	\$	\$ 284,209.00
				Owner's Contingency Fund Available Balance		\$0.00

	Hough Branch Project Budget \$ 5,850,048.00	
	Encumbered	Expended
Moody Nolan, Inc. - Architectural Design Services	\$ 19,832.79	\$ 493,657.21
Gilbane Building Company - Construction Manager at Risk	452,470.00	4,459,945.00
E-Rate Billed Entity Applicant Reimbursement (BEAR) payment		(79,815.85)
Furniture, Fixtures, Equipment and Technology	6,717.31	222,740.29
Owner Direct Costs	58,935.27	178,794.50
Direct Expenditures paid from Contingency Fund		
	\$ 537,955.37	\$ 5,275,321.15
		Available Budget \$ <u>36,771.48</u>

Change Order Details

Change Order # 001	\$ 8,223.00
Owner Change Order #001 is submitted to finalize the budget for the approved ATP-001 OS-001 Bulletin 02, for the Hough Branch project. The signed ATP sheet is included in the backup for reference.	
Change Order # 002	\$ 5,774.00
Owner Change Order #002 is submitted to finalize the budget for the approved AT-002 OS-004 RFI-003 Grading Clarifications and AT-003 OS-005 RFI-006 & RFI-010 Pour Stopper / Bent Plate Steel Clarification, for the Hough project.	
Change Order # 003	\$ 44,090.00
Owner Change Order #003 is submitted to finalize the budget for the approved ATP-004R1 OS-006 RFI-007 Structural Steel for Roof Hatch, ATP-006 OS-008 Domestic Water Tie-in Location, ATP-007 OS-012 Bulletin 03 - Revisions per Cleveland Public Power, & ATP-010 OS-016 Additional 1 inch Asphalt Binder Course, for the Hough project.	
Change Order # 004	\$ 10,539.00
Owner Change Order #004 is submitted to finalize the budget for the following approved ATPs on the Hough Branch project: -ATP-008 OS-007 Legacy Electric Scope Gap from GMP -ATP-011 OS-011 ASI 001 HSS Tube Steel -ATP-013 OS-018 RFI 030 Bollards for Gas Meter -ATP-014 OS-022 Zenith Scope Gap from GMP -ATP-016 OS-009 Next Generation Scope Gap from GMP	

Change Order Details**Change Order # 005**

\$ 20,220.00

Owner Change Order #005 is submitted to finalize the budget for the following approved ATPs on the Hough Branch project

- ATP-012 OS-015 RFI-026 Cameras & WAPs in Open Ceilings
- ATP-017R1 OS-026 Bulletin 6 & RFI-04S Exterior Framing Revisions
- ATP-018 OS-013 RFI-019 Gas Meter Location
- ATP-019 OS-019 Bulletin 05 - Revisions Per Commissioning Agent Review
- ATP-020 OS-021 ASI 002 & RFI-028 Storm Line
- ATP-021 OS-023 RFI-032 Fluid Applied Vapor Barrier Substitute - DensElement
- ATP-022 OS-024 RFI-039 Overhead Storm Line Insulation
- ATP-023 OS-028 Weather Temporary Enclosure Build Out for SOD
- ATP-024 OS-039 RFI-026 Cameras & WAPs In Open Ceilings - Bliiing Correction
- ATP-025 OS-034 Remediation of Concrete Slab per AE Field Report 1.15.22

Change Order # 006

\$ 138,764.00

Owner Change Order #006 is submitted to finalize the budget for the following approved ATPs on the Hough Branch project

- ATP-015 R1 OS-017 Bulletin 04 Remove Generator & Revised Subsequent Systems.
- ATP-026 OS-036 Bulletin 11 Structural Plate at Curtain Wall.
- ATP-027 OS-040 Missing C-Channels on Low Roof West Elevation.
- ATP-028 OS-051 RFI-064 Technology Conduits in Movable Partition Wall.
- ATP-030 OS-042 Exterior Temp Enclosure & Weather Protection.
- ATP-031 OS-046 Sound Absorbing Wall Units in Tech Room 129.
- ATP-032 OS-033 Bulletin 10 Changes to Coordinate Public Art Junction Boxes.
- ATP-033 OS-057 Interior Paint Change to Duration Interior Flat A95 Series.
- ATP-034 OS-030 R1 Bulletin 08 - Roof Gutter. Snow Guards, Storefront Head.
- ATP-035 OS-063 May 2022 Schedule Update - PVC Roofing.
- ATP-036 RFI-090 VAV Conflict with Steel Support I Beam.
- ATP-037 OS-032 Bulletin 09 - Access to Existing Utility Poles for CPP.
- ATP-039 OS-069 Bulletin 15 - Monumental Sign Power and Receptacles.
- ATP-040 RFI-089 Roof Hydrant.
- ATP-041 OS-070 BP32A Hardscape Contract Amount Increase from GMP.
- ATP-043 OS-049 Added Roof Blocking.
- ATP-045 OS-064 Bulletin 13 - Owner Directed Security and Door Hardware Changes.
- ATP-046 OS-065 Bulletin 14 - Steel Angle at Sliding Doors & Soffit in Tech Center.
- ATP-047 OS-038 RFI-049 West Elevation Lower Roof/Storefront Detail.
- ATP-048 RFI-088 Duct Conflict with Recessed Light R1.
- ATP-049 OS-052 Revised Exterior Camera Locations.
- ATP-050 OS-075 Hough Staff & Schedule Extension - 9.1.22.
- ATP-051 OS-054 Bulletin 12 AED.

Change Order # 007

\$ 56,599.00

Owner Change Order #007 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the backup for reference.

- ATP-044 R1 OS-072 BP32C South Parking Lot Fence
- ATP-052 OS-073 RFI-107 Fire Extinguisher Cabinet Locks
- ATP-054 R1 OS-076 Bulletin 017 New Floor Boxes at Circulation Desk
- ATP-055 OS-077 Bulletin 018 Emergency Lighting
- ATP-056 OS-078 Bulletin 019 Added Lutron Hub
- ATP-057 OS-079 RFI-127 CAT 6 Required at Doors 124B, 116 and 103A
- ATP-058 OS-074 RFI-109 Garage Opening Ceiling
- ATP-059 OS-082 Final Cleaning Contract Reconciliation
- ATP-060 OS-071 ASI-006 Hardware Modification
- ATP-062 OS-085 Marous Reconciliation
- ATP-063 OS-086 Platform Reconciliation
- ATP-064 OS-087 Additional Atwell Survey for Fencing
- ATP-065 OS-088 Hough Staff & Schedule Extension - 12.14.22

CLEVELAND PUBLIC LIBRARY

Board Meeting
March 16, 2023

Jefferson Branch

In accordance with the Board resolution adopted on June 17, 2021, a report to the Board of Trustees on expenditures and contracts entered into, including those in excess of \$25,000, to pay the costs resulting from changes and additions to the Project which may be made in the future by the Library, and which are not included in the GMP, is hereby submitted:

For the Period Ending February 28, 2023

Date	Vendor	PO	Description	Owner's Contingency Fund		GMP Increase
				Encumbered	Expended	
9/15/2021	Gilbane Building Company	210886	Change Order # 001			\$ 642.00
12/9/2021	Gilbane Building Company	210886	Change Order # 002			7,890.00
7/6/2022	Gilbane Building Company	210886	Change Order # 003			118,005.64
8/31/2022	Gilbane Building Company	210886	Change Order # 004			3,745.00
10/13/2022	Gilbane Building Company	210886	Change Order # 005			6,751.00
10/13/2022	Gilbane Building Company	210886	Change Order # 006			439.00
1/19/2023	Gilbane Building Company	210886	Change Order # 007			2,553.00
1/19/2023	Gilbane Building Company	210886	Change Order # 008			-
				\$	\$	\$ 140,025.64
				Owner's Contingency Fund Available Balance		\$17,288.36
Jefferson Branch Renovation Project Budget						\$ 2,483,967.00
				Encumbered	Expended	
	Williams Associates Architects, LTD - Architectural Design Services			\$ 1,370.00	\$ 173,421.00	
	Gilbane Building Company - Construction Manager at Risk			117,800.64	1,827,421.00	
	Furniture, Fixtures, Equipment and Technology*			2,801.35	198,085.52	
	Owner Direct Costs			5,155.36	120,931.63	
	Direct Expenditures paid from Contingency Fund					
				\$ 127,127.35	\$ 2,319,859.15	
					Available Budget	\$ 36,980.50

*\$120,619 will be paid using the Zajac Trust funds paid from the Founders fund 203

Change Order Details

Change Order # 001		\$ 642.00
Owner Change Order #001 is submitted to finalize the budget for the approved ATP-001 OS-001 Contractor Default Insurance for Approved GMP Alternates, for the Jefferson project		
Change Order # 002		\$ 7,890.00
Owner Change Order #002 is submitted to finalize the budget for the approved ATP-003 OS-002 Bulletin 01 - Plumbing Revisions, ATP-004 OS-003 Bulletin 02 & RFI-007 ETR 4 in. Vent Stack, ATP-005 OS-006 RFI-014 Plumbing Demo Requirements at Existing Sink, ATP-006 OS-007 RFI-012 Existing Window Well Demolition, & ATP-007 OS-009 Temporary Partition at Vestibule 117B, for the Jefferson project. The signed ATP sheets have been included in the backup for reference. Please note, the initially approved value for ATP-004 OS-003 Bulletin 02 / RFI-007 ETR 4" Vent Stack has reduced. This OCO reflects the finalized value for this scope of work.		
Change Order # 003		\$ 118,005.64
Owner Change Order #003 is submitted to finalize the budget for the following previously approved items: 1) ATP-008 OS-004 Bulletin-004 R2 Existing Ductbank Relocation (Contractor Costs Only): Provide the new electrical ductbank and demo the existing per the Bulletin-004 RI drawings dated 01.10.2022. This also includes landscape & hardscape repairs for the new electrical service & patching the existing foundation wall for the existing service. 2) ATP-009 OS-008 Bulletin-003 Floor Box Locations: Provide revised floor box locations per the Bulletin-003RI drawings dated 12.01.21. 3) ATP-012 OS-019 OS-019 RFI-024 Door 108B Locks & Change of Specified Door: Provide 1/2" glazing in lieu of 5/16" at door 108B to allow it to be lockable, per RFI-024 direction. 4) ATP-014 OS-022 AHU Fence Enclosure Removal & Replacement: Remove & replace the existing AHU enclosure fencing to allow HVAC equipment to be removed and replaced. 5) ATP-015 OS-021 Bulletin-004 Schedule Extension: This ATP includes extended staffing to 5/25/22. It also reallocates the following budgets to reduce the total cost impact of the schedule extension: \$SK of OA-005 Additional Repointing of Exterior Brick, \$SK of OA-007 Additional Demo, \$15K of Additional Repointing, \$10K of Gilbane Contingency and \$10K of COVID Contingency. 6) ATP-017 OS-013 Uneven Floor at New Passage to Work Room: Due to the existing conditions of an uneven substrate, demo the existing concrete to allow floor prep to be installed to even out the substrate for a proper flooring installation.		

Change Order Details**Change Order # 004**

\$ 3,745.00

Owner Change Order #004 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the back-up for reference.

1) ATP-010 OS-010 Matching Trim Panel at Ends of Book Shelves R2

Per RFI-022 direction, which was finalized via an onsite meeting between CPL/GBC/Custom Fabricators, provide (2) painted, wood, tall infill cabinets at the existing to remain bookshelf ends at the north and south walls.

2) ATP-011 R4 OS-015 RFI-010 Access Panel Room 105

Provide a new 24"x24" access panel in lieu of reinstalling an existing 14"x14" access panel, to allow access to all of the existing controls per RFI-010 direction.

3) ATP-019 R2 OS-018 Bulletin-005 Finish Selections

Provide Bulletin-005 per the drawings dated 01.14.22. This includes the following:

- Carpet pattern simplification.
- Paint square foot reduction & paint type revision.

This ATP does not include costs for the wall protection; which will be submitted separately.

4) ATP-022 OS-034 Additional Masonry Repointing (Gilbert Ticket #6)

Due to existing conditions, reset (4) chimney caps & seal the top of chimney with concrete.

The masonry owner allowance was previously fully credited back in ATP-015 OS-021 Bulletin-004 Schedule Extension, so this required work is now an owner change item.

5) ATP-024 OS-037 May Schedule Update

Change Order # 005

\$ 6,751.00

Owner Change Order #005 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the back-up for reference.

1) ATP-038 OS-046 Roof Parapet Blocking

Provide additional parapet blocking on the roof to allow for proper flashing & roofing termination. This blocking was not captured in the roofing or general trades scope of work.

This is being funded from the General Trades phase code to net a \$0 change.

2) ATP-039 OS-065 Threshold Replacement

Replace threshold to help cover void between concrete slab and curb. This was needed due to field coordination.

This is being funded from the General Trades phase code to net a \$0 change.

3) ATP-040 OS-066 Exterior Handrails

Provide exterior hand railings per the contract drawings.

This is being applied against Gilbane contingency to net a \$0 change as this is a scope gap that was not captured in the BPOSA Structural Steel base bid.

4) ATP-041 OS-067 Door 117A Auto Operator & ADA Paddles

Furnish & install (1) auto operator & (2) ADA push paddles at door 117A per the contract documents.

Please note that this includes standard ADA push paddles and not the motion wave sensors. Per discussion with CPL, the standard ADA push paddles are acceptable as a permanent installation.

This is being applied against Gilbane's COVID Contingency to net a \$0 change, as this is a scope gap that was not captured in BP08A base bid

5) ATP-044 OS-029 RFI-051 Room 113 Break Room HVAC Modifications

Per RFI-051 direction, modify the existing ductwork in Room 113 & provide supply air ductwork to this space.

6) ATP-045 OS-043 RFI-046 Existing Wall Damage Repairs

Due to existing conditions perform the following:

- a) Remove existing wallpaper & skim coat wall to allow for a suitable finish for painting.
- b) Perform repairs to the pre-existing damage on the existing walls to allow for a suitable finish.

7) ATP-046 OS-045 Roller Window Shades

Provide roller window shades per the contract documents.

This does not include the (4) upper shades that divide Multi-Purpose 108 from Library 102.

The current lead time on the material is 8 weeks from approval.

This is being funded from Gilbane Contingency as this item is a scope gap.

8) ATP-047 OS-049 Storefront & Exterior Column Flashing

Provide the metal flashing on the exterior side of the 24 Hour Lobby at the north and east elevation.

This cost is being applied to the General Trades phase code to net a \$0 change, as this item is a scope gap.

9) ATP-048 OS-052 Repairs to Existing Ceiling for City Inspector

Per the city inspector, perform repairs to the existing ceiling on the east side of Library 102 to bring it up to code.

10) ATP-049 OS-059 Casework Grilles

Perform the following grille work:

- a) Replace the existing grilles at the bottom of the (2) existing bookshelf surrounds in Library 102.
- b) Replace the grilles behind the wood bench in Multi-Purpose 108.
- c) Provide grilles at the new Children's Casework (toe kick and behind the cabinets).

This is being funded from the General Trades phase code to net a \$0 change.

11) ATP-050 OS-068 Floor Prep to Existing Flooring Substrates

Prep the existing to remain slabs throughout to repair the pre-existing damaged areas and provide a suitable substrate for installing the new finish floors.

Please note that this fully exhausts the \$SK Floor Prep Allowance.

12) ATP-051 OS-069 Existing Bathroom Wall Tile Replacement

Per CPL request, replace the existing, damaged wall tile in the existing Men's & Women's bathrooms.

13) ATP-052 OS-070 Recaulk Existing Windows

Change Order Details**Change Order # 006**

\$ 439.00

Owner Change Order #006 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the back-up for reference.

1) ATP-053 05-072 RFI-081 Additional Concrete Curb at SF2

Per RFI-081 direction, pour a concrete curb at the ADA ramp to transition between grades and conceal the exposed CMU & air vapor barrier outside of the 24 Hour Lobby.

2) ATP-054 05-073 Ductbank & Footer Coordination

Enlarge the exterior stair concrete footer to coordinate with the as-built location of the electrical ductbank.

This is being funded from the General Trades phase code to net a \$0 change, as this relates to contractor coordination.

3) ATP-055 05-071 Construction Dumpsters

Provide construction dumpsters for the project general use.

This is being charged against the Dumpsters phase code to net a \$0 change.

4) ATP-056 05-078 Structural Steel Coordination

Rework the structural steel bearing plates installed by the masonry contractor to allow the structural steel members to be set properly.

This is being funded by Gilbane Contingency to net a \$0 change, as this is related to site coordination.

Change Order # 007

\$ 2,553.00

Owner Change Order #007 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the back-up for reference.

1) ATP-016 05-012 RFI-034 Door 109 Lintel Requirement

Due to the existing conditions of the terracotta wall between rooms 108 & 109, provide & install a lintel for Door 109 Storage, per RFI-034 direction.

2) ATP-027 05-040 Additional Masonry Demolition (Gilbert Ticket #3)

Due to existing conditions, perform additional demolition required at door jamb to complete the opening.

Please note that this cost is being applied against the General Trades phase code to net a \$0 change.

3) ATP-028 05-041 Patch Holes in Masonry (Gilbert Ticket #7)

Patch holes in the existing masonry that were created from the removal of the existing railings.

This work was not captured in Gilbert's scope of work but is required per the contract documents.

4) ATP-029 05-042 Jefferson Man Gate Entrance

Provide a man gate in the site fencing on Jefferson Avenue to serve as a secondary entrance into the building, to safely allow access into the building while the concrete & structural steel for the addition are being installed.

This also includes providing a temporary cylinder to allow the front door to be used as a means of egress.

Please note that this cost is being applied against the Temporary Partitions/Safety phase code to net a \$0 change, as this item is related to Safety.

5) ATP-030 05-025 Bulletin 8 Masonry Toothing Deducts

Provide the Bulletin-008 drawings dated 03.31.22. This includes providing a credit for no longer having to tooth in the masonry opening between rooms 113 & 115.

This credit is to be applied to the Gilbane Contingency where it can be reallocated as needed.

6) ATP-032 05-048 Snow Plowing - 02/03/22, 02/05/22 & 02/08/22

Provide snow plowing on 02/03/22, 02/05/22 & 02/08/22 to allow safe access to the site.

This cost is being applied to the General Trades phase code to net a \$0 change.

7) ATP-033 05-051 Exterior Masonry Cleaning

Provide exterior masonry cleaning per the Exterior Cleaning Notes & Scope document dated 07.15.22. This consists of existing ivy removal

Provide a credit to provide a wet seal at the existing skylights in lieu of replacing the skylight putty as directed per note 307 on drawing A3.1.

The existing skylights are glazed with vinyl so there is no putty to be removed and replaced.

This credit is to be applied to the Gilbane Contingency where it can be reallocated as needed.

9) ATP-035 05-056 Fintube Covers - RFI-028 & RFI-068

Due to COVID related supply chain disruptions, material difference cost to procure Rittling fin tube covers in lieu of the specified, per RFI-068 direction.

This also includes the additional linear footage of material per RFI-028 direction.

This is being funded from the Gilbane COVID Contingency to net a \$0 change, due to this change being a result of COVID related supply chain disruptions.

10) ATP-036 05-063 HVAC Existing Masonry Openings Coordination

Coordination for installation of HVAC penetrations through new & existing masonry walls, including lintel installations.

This cost is being applied to the General Trades phase code to net a \$0 change.

11) ATP-037 05-064 Masonry Wall Tie-In Rework (Gilbert Ticket #1)

Rework the masonry wall tie-in as to not disturb and penetrate the existing basement foundation wall waterproofing.

This is being funded from the General Trades phase code to net a \$0 change.

12) ATP-042 05-080 Jefferson Staff & Schedule Extension - 09/20/22

Please reference the attached ATP-042 Narrative included in the ATP backup information.

Change Order Details**Change Order # 008**

\$

Owner Change Order #008 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the back-up for reference.

1) ATP-057 OS-074 - Rebuild of Bookshelf Surrounds

Rebuild the existing bookshelf surrounds to allow for the installation of the new casework grilles at the toe-kicks.

This is being funded from the General Trades phase code to net a \$0 change.

2) ATP-059 OS-081 - Flooring Touch-Ups

Provide additional floor prep around the countertop legs on the east wall of Library 102 to allow the floor to flush out around the base plates.

This is being funded from the Temporary Partitions/Safety phase code to net a \$0 change.

3) ATP-060 OS-082 - Additional Demolition & General Labor

Provide additional demolition and general labor clean-up.

This is being funded from the General Trades & Dumpsters phase codes to net a \$0 change.

CLEVELAND PUBLIC LIBRARY

Board Meeting
March 16, 2023

West Park Branch

In accordance with the Board resolution adopted on June 17, 2021, a report to the Board of Trustees on expenditures and contracts entered into, including those in excess of \$25,000, to pay the costs resulting from changes and additions to the Project which may be made in the future by the Library, and which are not included in the GMP, is hereby submitted:

For the Period Ending February 28, 2023

				Owner's Contingency Fund \$ 456,301.20		
Date	Vendor	PO	Description	Encumbered	Expended	GMP Increase
4/20/2022	Gilbane Building Company	210887	Change Order #001			\$ 41,973.00
4/22/2022	Gilbane Building Company	210887	Change Order #002			146,511.00
6/15/2022	Gilbane Building Company	210887	Change Order #003			75,251.20
10/12/2022	Gilbane Building Company	210887	Change Order #004			52,200.00
10/12/2022	Gilbane Building Company	210887	Change Order #005			12,191.00
10/26/2022	Gilbane Building Company	210887	Change Order #006			28,175.00
10/12/2022	Gilbane Building Company	210887	Change Order #007			-
1/17/2023	Gilbane Building Company	210887	Change Order #008			22,138.00
1/17/2023	Gilbane Building Company	210887	Change Order #009			(12,525.00)
1/17/2023	Gilbane Building Company	210887	Change Order #010			6,860.00
				\$ -	\$ -	\$ 372,774.20
				Owner's Contingency Fund Available Balance		\$ 83,527.00
				West Park Branch Renovation Project Budget \$ 5,441,779.00		
				Encumbered	Expended	
Vocon Partners, LLC - Architectural Design Services				\$ 22,702.27	\$ 379,692.73	
Gilbane Building Company - Construction Manager at Risk				358,875.20	4,066,358.00	
Furniture, Fixtures, Equipment and Technology				73,185.42	194,897.77	
Owner Direct Costs				13,738.73	192,512.24	
Direct Expenditures paid from Contingency Fund				\$ -	\$ -	
				\$ 468,501.62	\$ 4,833,460.74	
				Available Budget		\$ 139,816.64

Change Order Details

Change Order # 001		\$ 41,973.00
Owner Change Order #001 is submitted to finalize the budget for the approved ATP-001 05-001 Contractor Default Insurance for Approved GMP Alternates, ATP-003 05-002 RFI-012 Copper Panel Cladding at Existing Dormers, ATP-004RI 05-007 RFI-011 Drywall Fastening to Plaster Ceiling and Substrate, ATP-005 05-008 RFI-020 Wall Support & Duct Elevation, & ATP-006RI 05-009 Bond Costs for General Trades Contract Commitment, for the West Park project.		
Change Order # 002		\$ 146,511.00
Owner Change Order #002 is submitted to finalize the budget for the following previously approved ATPs ATP-002 05-005 Asbestos Certified Carpenters ATP-007 05-010 Finish Repairs of ETR Plaster Walls ATP-009 05-004 RFI-014 Bearing Plates in Terracotta Wall ATP-010 05-006 RFI OOB Existing Terracotta Masonry Wall Support ATP-011 05-012 Removal of Water on Roof ATP-012 05-013 RFI-024 Existing Roof Drafts Relocation ATP-013 05-015 RFI-017 Exterior Wall Steel Support ATP-014 05-016 RFI-028 Exterior Wall Sheathing Material ATP-015 05-021 RFI-027 Steel Support of Stair Infill ATP-017 05-023 RFI-043 Children's Library Rm. B10 Existing Additional Partition Removal ATP-018 05-024 RFI-046 Blocked Rood Drain Above Stair SOI ATP-020 05-027 RFI-048 Door 101C Conflict with Column Enclosure		
Change Order # 003		\$ 75,251.20
Owner Change Order #003 is submitted to finalize the budget for the following previously approved ATPs. ATP-022 05-029, 036 & . 037 Bulletin 01 Elevator Shaft		

Change Order Details**Change Order # 004**

\$ 52,200.00

Owner Change Order #004 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the back-up for reference.

1) ATP-019 OS-026 RFI-042 Parapets Deteriorated Brick Surface

The existing conditions of the deteriorated masonry parapet walls does not provide a substrate suitable for the manufacturer's warranty. To provide a substrate that is satisfactory, provide cover board per RFI-042 direction.

2) ATP-025 OS-030 RFI-035 RTU 54/24 Return Air

Provide sound lining on return air duct tees per RFI-035 direction.

3) ATP-026 OS-031 SUB-23 3000-1 Rev. 0: Air Distribution RGD's PD

Provide 72/16 grilles at return air openings into the Main Library, per the design team comments in SUB-23 3000-1 Rev. 0: Air Distribution RGD's PD.

4) ATP-027 OS-033 RFI-069 New Stair Support Steel Elevation Issues

Due to the existing conditions of the concrete joist system, perform modifications to the stair support steel, bearing plates & the attachment connections, per RFI-069 direction.

5) ATP-028 OS-034 RFI-070 Stair Infill Steel Elevation & Decking Angle

Due to the existing conditions of the concrete joist system, provide a revised beam & c-channel & revise lintel & bearing plate elevations per RFI-070 direction.

6) ATP-029 OS-038 Plumbing Fixtures COVID Price Increases

Increase in plumbing fixtures costs from the manufacturer due to COVID-19 & supply chain issues.

Change Order # 005

\$ 12,191.00

Owner Change Order #005 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the back-up for reference.

1) ATP-040 OS-054 Jobsite Clean-Up Through 03.01.22

Provide labor for general clean-up of the jobsite. Periodic general cleaning is required to keep the jobsite safe and efficient.

Please note that this cost is being applied against the Temporary Partitions/Safety/Dumpsters phase code to net a \$0 change, as this item is related to Safety.

2) ATP-041 OS-057 Automatic Mechanical Remobilization Costs

Plumbing remobilization costs to finish the balance of the underground sanitary installation. These remobilization costs are required due to improper jobsite coordination with the demolition contractor.

Please note that this cost is being applied against Gilbane Contingency to net a \$0 change, as this item falls under Gilbane subcontractor coordination.

3) ATP-043 OS-060 Sherwin Williams Duration Paint

Provide Sherwin Williams Duration Paint per the paint schedule on drawing A050.

The MPI numbers in spec section 099123 indicate that Sherwin Williams Pro Mar and Pro Industrial are to be used. The Finish Schedule on drawing A050 calls out for Sherwin Williams Duration. Frank Novak included Sherwin Williams Pro Mar per the specifications in their base bid.

Please note that this cost is being applied against Gilbane Contingency to net a \$0 change.

4) ATP-045 OS-058 Egress Stairs Out of Building

Build a temporary stair case to safely allow access & egress out of the building.

This cost is being applied against the Temporary Partitions/Safety/Dumpsters phase code, as this pertains to safety.

Change Order # 006

\$ 28,175.00

Owner Change Order #006 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the back-up for reference.

1) ATP-052 OS-056 Additional Wall Furring & Finishing

Due to existing conditions perform the following:

- a) Demo of existing masonry to allow the drywall installation to continue & door frames to be installed in various areas.
- b) Provide additional framing, drywall & finishing that is required to provide a suitable finish substrate for painting in various areas.
- c) Build window soffit in Room 117 to provide a surface to allow the ACT ceiling to tie into.
- d) Fur out wall in Room 103 to conceal piping within wall space.
- e) Repair existing conditions in Staircase 501. This includes framing, drywall & finishing.
- f) Add framing & drywall in basement bathrooms to allow for a better finish due to existing conditions.
- g) Repairs to the existing basement concrete ceilings.

Please note that these costs are being applied against the Temp Partitions/Safety/Dumpsters phase code to net a \$0 change.

2) ATP-053 OS-063 Struct. Steel Coord. - Infill Top of Existing W10

In order to properly support the existing roof, install CMU block on top of the existing W10 beam that is to remain. This CMU will support the roof joists that are above the beam.

Please note that this cost is being applied against Gilbane Contingency to net a \$0 change, as this item falls under site coordination.

3) ATP-055 OS-073 Credit for Landscaping - BP01AJWT&A

Provide a credit to not perform the landscaping scope of work through BP01A General Trades. This scope was double bought and will be performed by the BP31A Sitework Contractor.

The double bought landscape scope will be transferred to Gilbane Contingency for it be reallocated as required.

4) ATP-056 OS-077 RFI-122 Cellular Dialer for Elevator Power Outage

Per RFI-122 direction, provide a cellular dialer to allow the elevator panel to dial out in the event of an emergency, in lieu of using building copper phone lines. Please note that this costs includes 12 months of monitoring, but after that, there will be a \$45/month charge for the service.

5) ATP-057 OS-080 West Park Staff & Schedule Extension - 09/20/22

Please reference the attached ATP-057 Narrative included in the ATP backup information.

Change Order Details

6) ATP-058 OS-032 Floor Prep to Existing Flooring Substrates

Prep the existing to remain slabs in the basement & first floor to repair the pre-existing damaged areas and provide a suitable substrate for installing the new finish floors.

This also includes moisture mitigation in the basement to properly seal the concrete substrate to allow the new flooring to be installed.

This floor prep is in addition to the \$SK that is allocated in OA-005 Additional Floor Prep.

7) ATP-059 OS-071 RFI-126 Water Pressure

Per RFI-126 direction, provide a 1-1/2" pressure regulator & three valve bypass to regulate water pressure down from 100 PSIG to 70 GPM.

The current leadtime on the material is (4) weeks.

8) ATP-060 OS-078 HVAC Testing & Balancing

Perform testing & balancing. Specification 23 0300 HVAC Basic Materials & Methods section G.2 states that "The HVAC Systems Adjustment & Balance is not part of the contract and shall be provided by the Owner. This Contractor shall coordinate this work with the testing and balancing agency".

9) ATP-062 OS-082 RFI-113 Exterior Light Fixture Outside Entrance 121

Per RFI-113 direction, due to existing conditions, provide a ceiling mounted fixture in lieu of a wall mounted fixture.

This includes providing a temporary fixture to allow for the Final Electrical Inspection.

10) ATP-063 OS-083 RFI-117 Elevator Lighting

Per RFI-117 direction, provide (3) additional light fixtures at the elevator entrance to provide the required illumination per code requirements.

Change Order # 007

Owner Change Order #007 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the back-up for reference.

1) ATP-067 OS-084 Elevator Pit Ladder Modifications

Modifications to pit ladder to comply with elevator code requirements. This includes modifying the set-back from the wall, the rung spacing & the rung placement.

This is being funded from Gilbane Contingency to net a \$0 change

Change Order # 008

Owner Change Order #008 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the back-up for reference.

1) ATP-030 OS-039 RFI-080 Stair S02 Glass Handrail Attachment Angle

Per RFI-080 direction, due to the existing conditions of the concrete joist system, provide an additional 5/16" bent plate & modify the bolt hole locations on (3) bent plates to allow the handrail attachment bent plates to be securely installed to the concrete structure.

2) ATP-031 OS-020 RFI-026 Steel Beam Elevation Under Existing Steel

Per RFI-026 direction, provide material testing for the existing steel beam to confirm that new W14x38 beam can be welded to it. Per the executed GMP, material testing is by the owner.

3) ATP-054 OS-070 Structural Steel Coordination

Due to existing conditions, rework the bearing plates for the steel beams to allow the installation of the new steel.

This cost is being applied against the Gilbane Contingency to net a \$0 change, as this item falls under contractor coordination.

4) ATP-061 OS-079 RFI-129 Strainers on Existing Boilers

Per Osborne, due to existing conditions of not having any strainers, provide strainers on the existing boilers before the pumps.

5) ATP-065 OS-081 Remove the Existing Vegetation from the Chimney

Remove the existing vegetation from the chimney & patch any holes in the parging at the cap.

6) ATP-068 OS-053 Reconciliation of OS-024 RFI-046 Blocked Roof Drain

Reconciliation to the \$4,000 plumbing budget that was authorized in OS-024 RFI-046 Blocked Roof Drain Above Stair SOI. The total cost of the actual plumbing work was \$1,698, which warrants a reconciliation of (\$2,302).

This credit will be funded to the Gilbane Contingency pool for reallocation as needed by CPL.

Change Order # 009

Owner Change Order #009 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the back-up for reference.

1) ATP-076 OS-099 Firestopping Existing MEP Penetrations

Due to existing conditions, perform firestopping around the existing mechanical, electrical & plumbing penetrations in the existing basement corridor.

2) ATP-077 OS-041 RFI-071 Existing W10 Demolition

Provide a credit to not demo the existing W10 beam that is shown on drawing 5102.

3) ATP-078 OS-072 Exterior Railings Credit- BP01A JWT&A

Provide a credit to not perform the exterior railings scope of work. This scope was double bought from the BP31A Sitework Contractor.

4) ATP-079 OS-085 Flooring Coordination

Perform flooring modifications to coordinate with the MEP installation. This includes flooring replacement to allow installation of the technology floor boxes.

This is being funded from Gilbane Contingency to net a \$0 change.

5) ATP-080 OS-088 RFI-124 Sidewalk ADA Markings

Per RFI-124 direction, provide pavement markings at exterior concrete stair adjacent to the parking lot.

This is being funded from the Temporary Partitions/Safety phase code to net a \$0 change.

6) ATP-081 OS-091 Repair Existing Boilers

Perform repairs to the existing boilers to make them operational. This includes replacing air vents, relief valves & flow controls.

\$

\$ 22,138.00

\$ (12,525.00)

Change Order Details**Change Order # 010**

\$ 6,860.00

Owner Change Order #010 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the back-up for reference.

1) ATP-088 OS-112 Tackboard Trim Piece & Clear Corner Protection

Per CPL request, add corner trim pieces to the tackboard to provide a clean, finish edge & provide clear corner protectors at (14) casework corners to eliminate the 90 degree corner.

2) ATP-089 OS-114 Atwell Contract Reconciliation

Final reconciliation of Atwell contract for site surveying.

This is being funded from the Safety Phase code to net a \$0 change.

3) ATP-090 OS-103 RFI-133 RM 103 & 108 AV Locations

Per RFI-133 direction, provide data for TV monitors in Rooms 103 & 108.

4) ATP-091 OS-075 RFI-114 Counter Top Backsplash

Per RFI-114 direction, provide counter top back splashes at (2) locations to allow cabinets doors to remain inboard of counter top edge.

5) ATP-092 OS-104 RFI-134 Exterior Mechanical Demo and Infills

Per RFI-134 direction, provide removal & infill of exterior masonry at (3) mechanical penetrations in room 103.

6) ATP-093 OS-105 Novak Painting Touch-Ups

Painting touch-ups throughout the building.

This is being funded from the Temporary Partitions/Safety/Dumpsters phase code & Gilbane Contingency to net a \$0 change.

7) ATP-094 OS-087 Glass Handrail Panels Replacement

Gilbane agrees to split the cost of replacing (3) glass railing panels. One was shattered & the cause of damage could not be identified. The other two had to be re-cut due to field coordination.

This is being funded from the Gilbane Contingency as this item relates to site coordination.

8) ATP-095 OS-121 Jobsite Clean-Up Through 09.01.22

Labor to provide general clean-up.

This is being funded from the Gilbane Contingency to net a \$0 change.

9) ATP-096 OS-107 Access Panel in Room B10

Install an access panel in the south west corner of room B10 where there was one previously.

This is being funded from the Temporary Partitions/Safety phase code to net a \$0 change.

10) ATP-097 OS-122 Elevator Final Inspection Additional Work

In order to comply with the elevator inspector's requirements, modify the elevator pit ladder to extend the top rails.

This is being applied to Gilbane Contingency to net a \$0 change.

11) ATP-098 OS-115 Additional Dumpsters

Provide (9) additional dumpsters beyond what was captured in BPOIA JWTA's base bid.

This is being funded from Gilbane Contingency to net a \$0 change.

12) ATP-099 OS-106 Final Clean Touch-Ups

Perform final clean touch-ups throughout the building. This also includes performing a final clean of the existing furniture in the shelled space in the basement.

This is being funded through Temporary Partitions/Safety & Gilbane Contingency to net a \$0 change.

13) ATP-100 OS-120 Punch List Additional Carpenter Work

Perform the following additional work:

- Perform additional wall finishing.

- Perform additional ceiling tile replacement.

- Remove and replace the existing handrail in staircase 502 to raise the height to meet code requirements.

- Due to existing conditions, patch the existing void between the door frame & the wall.

This is being funded from Gilbane Contingency to net a \$0 change.

CLEVELAND PUBLIC LIBRARY

Board Meeting
March 16, 2023

Woodland Branch

In accordance with the Board resolution adopted on July 6, 2021, a report to the Board of Trustees on expenditures and contracts entered into, including those in excess of \$25,000, to pay the costs resulting from changes and additions to the Project which may be made in the future by the Library, and which are not included in the GMP, is hereby submitted:

For the Period Ending February 28, 2023

Date	Vendor	PO	Description	Owner's Contingency Fund \$ 667,883.01		GMP Increase
				Encumbered	Expended	
11/8/2021	Gilbane Building Company	210885	Change Order # 001			\$ 24,984.00
12/9/2021	Gilbane Building Company	210885	Change Order # 002			111,494.00
4/20/2022	Gilbane Building Company	210885	Change Order # 003			132,816.00
8/30/2022	Gilbane Building Company	210885	Change Order # 004			118,454.00
10/12/2022	Gilbane Building Company	210885	Change Order # 005			148,506.00
12/23/2022	Gilbane Building Company	210885	Change Order # 006			52,990.00
				\$	\$	\$ 589,244.00
				Owner's Contingency Fund Available Balance		\$ 78,639.01
				Woodland Branch Project Budget \$ 7,969,156.00		
				Encumbered	Expended	
Bostwick Design Partnership - Architectural Design Services				\$ 28,834.66	\$ 578,008.34	
Gilbane Building Company - Construction Manager at Risk				672,555.00	6,043,685.00	
E-Rate Billed Entity Applicant Reimbursement (BEAR) payment					(55,142.90)	
Furniture, Fixtures, and Equipment				192,729.08		
Owner Direct Costs				114,887.02	316,180.76	
Direct Expenditures paid from Contingency Fund						
				\$ 1,009,005.76	\$ 6,882,731.20	
				Available Budget		\$ 77,419.04

Change Order Details

Change Order # 001		\$ 24,984.00
Owner Change Order #001 is submitted to finalize the budget for the approved ATP-001 OS-001 Addendum 02 and ATP-007 OS-013 Discovery for Existing Conditions: Oil Water Separator, Manhole & Oil Drums, for the Woodland project. The signed ATP sheet and the email approval are included in the backup for reference.		
Change Order # 002		\$ 111,494.00
Owner Change Order #002 is submitted to finalize the budget for the approved ATP-004 OS-004 Bulletin 02 - Branch Perimeter Diffusers, ATP-005 OS-008 Bulletin 01A - Branch In-Floor Power Clarifications, ATP-006 OS-011 Removal of Existing Petroleum Tank & Unsuitable Leaded Soils, ATP-008R1 OS-007 Bulletin 08 - Trespa Cladding Optimization, ATP-009 OS-016 Disposal of Soils with Elevated Lead, ATP-010 OS-017 Disposal of Clean Soils, ATP-011 OS-010 Bulletin 07A Site Booster Pumps, & ATP-012 OS-015 Bulletin 07B Site Drainage Updates 9.29.21 - Material Only, for the Woodland project. The signed ATP sheets have been included in the backup for reference. Please note, the initially approved value for ATP-006 OS-011 Removal of Existing Petroleum Tank & Unsuitable Leaded Soils has reduced. This OCO reflects the finalized value for this scope of work. An updated ATP has been generated and will be distributed for the team for record.		
Change Order # 003		\$ 132,816.00
Owner Change Order #003 is submitted to finalize the budget for the approved ATP-013 OS-022 Bulletin 07D - Site Planting Updates, ATP-014 OS-023 Bulletin 07B, 07C, 07E - Site Drainage - Labor & Equipment, ATP-015 OS-025 Bulletin 16 Booster Pump Voltage, and ATP-016 OS-026 Bulletin 18 Electrical & Plumbing Updates, for the Woodland Branch project.		
Change Order # 004		\$ 118,454.00
Owner Change Order #004 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the backup for reference.		
-ATP-017 OS-034 Woodland & CDF Water Service Connection Permits		
-ATP-018 OS-027 Surveying of Aggregate Piers vs Overhead Electrical Lines		
-ATP-019 OS-029 Material Escalation Costs during Submittal Review		
-ATP-020 OS-035 RFI-025 Dual Wall Duct for Rerouted Supply		
-ATP-022 OS-037 RFI-037 Sanitary Line Tie-in at E 61st		
-ATP-023 OS-043 Moisture Resistant Drywall at Priority Walls		
-ATP-024 OS-033 Beam Penetrations for Conduit Routing		
-ATP-026 OS-031 Temporary Exterior Enclosure		
-ATP-029 OS-048 Runtal Radiation Quick Ship		

Change Order Details**Change Order # 005**

\$ 148,506.00

Owner Change Order #005 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP coversheets have been included in the backup for reference.

- ATP-025R1 OS-045 RFI-053 Faucet Type Revision
- ATP-028 OS-047 Canopy Steel Elevation Adjustment
- ATP-031 OS-042 Bulletin 20 Branch Electrical, Technology, and Finishes Revisions
- ATP-032 OS-049 Repair of Damaged Plumbing from Lift during Break-in
- ATP-033 OS-053 Added Isolation Valves from Submittal Comments
- ATP-034 OS-044 RFI-052 Piers at Community Room 210
- ATP-035 OS-051 Bulletin 24 Woodland Branch Updates
- ATP-036 OS-054 RFI-062 DAFS Wall System & Flashing
- ATP-037 OS-056 Revised Framing at Vestibule 210
- ATP-038 OS-059 Final Cleaning Contract Award
- ATP-040 OS-067 Woodland Staff & Schedule Extension - 9.1.22
- ATP-041 OS-058 Bulletin 27 Exhaust and Valve Updates
- ATP-042 OS-069 Corner Mount Camera Powder Coating
- ATP-043 OS-063 Out of Sequence Work at Community Room 210 & Curtainwalls
- ATP-044 OS-064 Exterior Camera Rough-in Requirements & Trespa Rework
- ATP-045 OS-066 Bulletin 30A Restroom Occupied Light Fixtures
- ATP-046 OS-072 Bulletin 28 Site WAPs
- ATP-047 OS-068 Bulletin 31 Woodland Branch Wall Colors
- ATP-021R1 OS-012 Bulletin 03 Hangers and Attachments to Epic Deck

Change Order # 006

\$ 52,990.00

Owner Change Order #006 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP coversheets have been included in the backup for reference.

- ATP-00030R1 OS-00050 HVAC Labor Rate Increase & Material Escalation Impacts
- ATP-00038 OS-00059 Final Cleaning Contract Award (OA)
- ATP-00048 OS-00074 CDF RFI-154 Downspout Tie in to Yard Drain
- ATP-00049 OS-00075 Head & Jamb Flashing SK-06
- ATP-00050 OS-00076 Door 210.3 Center Pivot (CC)
- ATP-00051 OS-00071 RFI-093 Data Connection for Lutron Hub
- ATP-00052 OS-00070 RFI-090 Community Room Diffuser and Acoustical Panel
- ATP-00053 OS-00073 Community Room Jamb Closure Detail (CC)
- ATP-00054 OS-00079 Additional Atwell Surveying - January 2022 (OA)
- ATP-00055 OS-00080 Final Cleaning Contract Reconciliation (OA)
- ATP-00056 OS-00077 RFI-103 Data Points for BAS Panel
- ATP-00057 OS-00081 Landscaping in Newly Purchased Land
- ATP-00058 OS-00036 Additional Site Security (CC)
- ATP-00059 OS-00082 Water Fountain Access Panel (CC)
- ATP-00060 OS-00083 Structural Steel Closeout (CC)
- ATP-00061 OS-00084 Water Line Tie-in to CDF (CC)
- ATP-00062 OS-00052 Temporary Site Security Cameras (CC)
- ATP-00063 OS-00062 Interior Storefront Door Rough Opening Revisions (CC)
- ATP-00064 OS-00090 RFI-96 HVAC Clarifications - Woodland
- ATP-00065 OS-00085 Premium Time for Flooring Install (CC)
- ATP-00066 OS-00092 CDF Existing Sanitary Snaking and Video (CC)
- ATP-00067 OS-00095 Revised Window Film
- ATP-00069 OS-00098 Bulletin 33 Site Concrete and Planting Updates
- ATP-00070 OS-00099 Woodland Staff & Schedule Extension - 12.14.22 (CC)
- ATP-00071 OS-00089 Paving Mobilization and Stone (CC)

CLEVELAND PUBLIC LIBRARY

Board Meeting
March 16, 2023

Central Distribution Facility

In accordance with the Board resolution adopted on June 17, 2021, a report to the Board of Trustees on expenditures and contracts entered into, including those in excess of \$25,000, to pay the costs resulting from changes and additions to the Project which may be made in the future by the Library, and which are not included in the GMP, is hereby submitted:

For the Period Ending February 28, 2023

Date	Vendor	PO	Description	Owner's Contingency Fund \$ 705,499.00		GMP Increase
				Encumbered	Expended	
9/15/2021	Gilbane Building Company	201888	Change Order # 001			\$ 17,219.00
10/20/2021	Gilbane Building Company	201888	Change Order # 002			64,162.00
12/9/2021	Gilbane Building Company	201888	Change Order # 003			80,782.00
2/25/2022	Gilbane Building Company	201888	Change Order # 004			143,336.00
4/28/2022	Gilbane Building Company	201888	Change Order # 005			4,520.00
5/27/2022	Gilbane Building Company	201888	Change Order # 006			120,893.00
10/12/2022	Gilbane Building Company	201888	Change Order # 007			41,396.00
12/21/2022	Gilbane Building Company	201888	Change Order # 008			32,719.00
				\$	\$	\$ 505,027.00
				Owner's Contingency Fund Available Balance		\$ 200,472.00

	Central Distribution Facility Project Budget \$ 7,347,916.00	
	Encumbered	Expended
Bostwick Design Partnerhip - Architectural Design Services	\$ 28,008.70	\$ 723,601.30
Gilbane Building Company - Construction Manager at Risk	473,806.00	5,076,914.00
Furniture, Fixtures, Equipment and Technology	157,499.55	192,499.45
Owner Direct Costs	12,428.36	89,011.39
Direct Expenditures paid from Contingency Fund		
	\$ 671,742.61	\$ 6,082,026.14
		Available Budget \$ 594,147.25

Change Order Details

Change Order # 001	\$ 17,219.00
To finalize the budget for the approved ATP-001 OS-009 Marous Material Escalation Impacts - BP08C & BP09A.	
Change Order # 002	\$ 64,162.00
To finalize the budget for the approved ATP-002 OS-003 Car Drive-in Damage Repairs - Demolition and ATP-003 OS-001 Addendum 02, for the Central Distribution Facility project.	
Change Order # 003	\$ 80,782.00
To finalize the budget for the approved ATP-004R2 OS-002 Bulletin 05 - CDF Rooftop Equipment Relocation, ATP-006 OS-005 Bulletin 06 - CDF Roof Drain Relocation, ATP-007 OS-008 Bulletin 08 - Trespa Cladding Optimization, ATP-010 OS-011 Bulletin 07A - Site Booster Pumps, ATP-005 OS-012 Alternate E1 - HVAC Serving Automated Materials Handling 120, & ATP-008 OS-026 RFI-032 Existing Storm Drain Relocation, for the Central Distribution Facility project.	
Change Order # 004	\$ 143,336.00
Owner Change Order #004 is submitted to finalize the budget for the following approved ATPs on the Central Distribution Facility project:	
-ATP-009r2 OS-024 CDF Floor Leveling - Option 2 with Platform 3	
-ATP-012 OS-041 CMU Removal for Install of W21x44 & W25x55 Lintels	
-ATP-013 OS-010 Car Drive-in Damage Repairs - Masonry & Materials	
-ATP-014 OS-014 RFI-001 Exposed Radiation Pipe Drops	
-ATP-015 OS-022 RFI-14 & RFI-15 Infill Interior Oil Separator and Open Grated Sewer	
-ATP-017 OS-034 Bulletin 12 CDF Gas Lines	
-ATP-018 OS-044 RFI-064 Aluminum Fascia at New Canopy	
-ATP-019 OS-045 RFI-083 Cleanout in NW Area of Basement	
-ATP-020 OS-025 RFI-006 Existing Plumbing on New Exterior Facade	
-ATP-021 OS-020 Bulletin 10 CDF Sanitary Revisions and Eyewash Removal	
-ATP-022 OS-046 RFI-090 Relocate Existing Rooftop Drain Piping	
-ATP-023 OS-035 Bulletin 13 CDF Electrical Updates	
-ATP-026 OS-052 RFI-076 Fire Dampers at Existing Duct Risers	

Change Order Details**Change Order # 005**

\$ 4,520.00

Owner Change Order #005 is submitted to finalize the budget for the following approved ATPs on the Central Distribution Facility project:

- ATP-016R1 OS-038 RFI-058 Repair Displaced Lintel
- ATP-024 OS-039 Bulletin 15 South Vestibule Canopy Lighting Revisions
- ATP-025 OS-047 Bulletin 16 Booster Pump Voltage
- ATP-027 OS-015 RFI-007 Concourse-1 114-1 North Wall Existing Piping
- ATP-028 OS-018 Install Temp Wall for Construction Office
- ATP-030 OS-051 RFI-082 Corridor 111 Piping Relocation & Chase Wall

Change Order # 006

\$ 120,893.00

Owner Change Order #006 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the backup for reference.

- ATP-029 OS-050 RFI-089 Beam End Detail for AHU Steel
- ATP-031 OS-017 Break in at Glass Block - 9.27.21
- ATP-032 OS-059 Temporary Exterior Door at 146.1 (CC)
- ATP-033 OS-060 RFI-087 Framing at Existing Columns (CC)
- ATP-034 OS-037 Bulletin 14 CDF Owner Revisions
- ATP-035 OS-055 Bulletin 19 Structural Updates
- ATP-036R1 OS-033 Bulletin 11 Elevator Removal
- ATP-037 OS-019 Bulletin 09 Roof Access Relocation
- ATP-038 OS-049 Perimeter Spray Foam Insulation above Glass Block
- ATP-039 OS-066 RFI-043 Soffit at Existing Windows in Phase 1
- ATP-040 OS-023 RFI-015 Infill of Exterior Oil Interceptor with LSM
- ATP-041 OS-042 RFI-065 Fascia Finish at Existing Canopy
- ATP-042 OS-070 Buyout Reconciliation from GMP
- ATP-043 OS-054 Bulletin 17 CDF Owner Revisions
- ATP-044 OS-067 Schedule Extension
- ATP-045 OS-080 RFI-131 Transfer Duct Relocation in Reception 103
- ATP-046 OS-056 RFI-063 Electrical Room 118 Size & Layout
- ATP-047 OS-068 Relocate Roof Drain Piping for Lintel at New Loading Dock (CC)
- ATP-048 OS-082 Revised Junction Box for Fiber Feed into Basement
- ATP-049 OS-078 CDF Bulletin 21 Structural, Electrical, & IT Updates

Change Order # 007

\$ 41,396.00

Owner Change Order #007 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP coversheets have been included in the backup for reference.

- ATP-050 OS-081 RFI-129 Faucet Type Revision
- ATP-051 OS-053 RFI-100 & RFI-101 Lintel Modification & Added Steel Plates
- ATP-053 OS-075 RFI-099 Jamb Condition at Coiling Door 121.2
- ATP-054 OS-063 RFI-074 CDF North Display Case
- ATP-055 OS-077 RFI-121 Retaining Wal Along Loading Dock Reconciliation
- ATP-056 OS-079 RFI-129 Drywall Repair in Collections Unstaging Room
- ATP-057 OS-083 Bulletin 23 CDF Civil, Electrical, & IT Updates
- ATP-058 OS-088 Bulletin 23 Painting Scope Reconciliation
- ATP-059 OS-091 Additional Atwell Surveying Services (OA)
- ATP-060 OS-092 RFI-132 Weather Barrier Removal on Exterior Face of Insulation
- ATP-061 OS-093 RFI-125 Curb to Conceal Exposed Waterproofing
- ATP-062 OS-096 Drywall Post Tops around HVAC
- ATP-063 OS-097 Atwell Surveying - December 2021
- ATP-064 OS-102 Temporary Toilets (CC)
- ATP-065 OS-087 Added Sill Flashing at Storefront from Submittal Comment
- ATP-066 OS-094 RFI-139 Deleted Wall Base in Basement
- ATP-067 OS-098 Final Cleaning Contract Award
- ATP-068 OS-099 RFI-144 Opening 146.1 Framing & Metal Panel Modifications
- ATP-069 OS-100 Revised Sill Flashing at New Curtainwall Openings (CC)
- ATP-070 OS-095 RFI-134 XPS Board at Existing Footer (CC)
- ATP-071 OS-107 CDF Staff & Schedule Extension - 9.1.22
- ATP-073 OS-113 RFI-153 Data Connection for Lutron Vive Hubs
- ATP-074 OS-111 Concrete Repair at Existing Loading Dock Drive (CC)
- ATP-075 OS-073 Petty Group Closeout (OA)

Change Order Details**Change Order # 008**

\$ 32,719.00

Owner Change Order #008 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP coversheets have been included in the backup for reference.

- ATP-00072 OS-00112 Metal Flashing Under Dumpster Wall Cap (CC)
- ATP-00076 OS-00089 Soffit Rebuild at New Addition
- ATP-00077 OS-00114 Head & Jamb Flashing SK-06
- ATP-00078 OS-00117 Roof Patching at Curb and Penetrations (CC)
- ATP-00079 OS-00116 Misc Drywall Patchwork & Touch up (OA)
- ATP-00080 OS-00104 RFI-148 Drywall Furring for Storefront Depth at Opening 101.3
- ATP-00081 OS-00115 Out of Sequence Drywall Work at Curtainwalls (OA)
- ATP-00082 OS-00119 Final Cleaning Contract Reconciliation (OA)
- ATP-00083 OS-00064 Relocate Existing VAV for Structural Steel in Corridor 111 (CC)
- ATP-00084 OS-00106 Bulletin 29 Security Updates
- ATP-00085 OS-00021 Additional Site Security (CC)
- ATP-00086 OS-00118 Masonry Repair & Tuckpointing (OA)
- ATP-00087 OS-00103 RFI-150 Removal of Fall Protection Anchor at New Addition
- ATP-00088 OS-00120 Welding of Existing Book Drop (CC)
- ATP-00089 OS-00123 Coordination of Deck Demo for Roof Hatch (CC)
- ATP-00090R1 OS-00125 Window Film in CDF
- ATP-00091 OS-00128 RFI-159 HVAC Clarifications - CDF
- ATP-00092 OS-00129 Frank Novak Final Reconciliation (CC)
- ATP-00093 OS-00122 RFI-165 Existing Light Pole Fixture Heads
- ATP-00094 OS-00124 Additional Access Panels (CC)
- ATP-00095 OS-00130 Sanitary Line Backup Cleaning (CC)
- ATP-00096 OS-00136 Water Line Tie-in to CDF (CC)
- ATP-00097 OS-00138 CDF Staff & Schedule Extension - 12/14/22 (CC)

CLEVELAND PUBLIC LIBRARY

Board Meeting

March 16, 2023

Lorain Branch

In accordance with the Board resolution adopted on October 21, 2021, a report to the Board of Trustees on expenditures and contracts entered into, including those in excess of \$25,000, to pay the costs resulting from changes and additions to the Project which may be made in the future by the Library, and which are not included in the GMP, is hereby submitted:

For the Period Ending February 28, 2023

Date	Vendor	PO	Description	Owner's Contingency Fund \$ 319,002.00		GMP Increase
				Encumbered	Expended	
3/14/2022	Regency Construction	211407	Change Order #001			\$ 2,149.74
3/28/2022	Regency Construction	211407	Change Order #002			1,183.17
5/6/2022	Regency Construction	211407	Change Order #003			13,339.09
6/24/2022	Regency Construction	211407	Change Order #004			3,381.89
8/1/2022	Regency Construction	211407	Change Order #005			14,360.41
9/12/2022	Regency Construction	211407	Change Order #006			(14,782.91)
10/24/2022	Regency Construction	211407	Change Order #007			43,785.60
11/29/2022	Regency Construction	211407	Change Order #008			6,267.40
1/27/2023	Regency Construction	211407	Change Order #009			55,899.38
				\$	\$	\$ 125,583.77
				Owner's Contingency Fund Available Balance		\$193,418.23
				Lorain Branch Renovation Project Budget \$ 4,020,292.80		
				Encumbered	Expended	
	Holzheimer Bolek + Meehan Architects LLC - Architectural Design Services			\$ 5,930.63	\$ 340,916.37	
	Regency Construction - Construction Manager at Risk			767,107.32	2,243,514.94	
	Furniture, Fixtures, Equipment and Technology			201,624.94	34,580.82	
	Owner Direct Costs			11,978.25	80,999.36	
	Direct Expenditures paid from Contingency Fund					
				\$ 986,641.14	\$ 2,700,011.49	
				Available Budget		\$ 333,640.17

Change Order Details

Change Order # 001		\$	2,149.74
Removal of Freestanding Shelving			
Change Order # 002		\$	1,183.17
Light Fixture Change; Bike Rack Model Change Through Bike Cleveland			
Change Order # 003		\$	13,339.09
PCO #1: For Construction Set			
PCO #7: Front Door Hardware			
PCO #8: Demolition of Unforeseen Ductwork			
PCO #12: RFI #27 Added Wall Furring			
PCO # A6.1: Undercutting Allowance Reconciliation			
Change Order # 004		\$	3,381.89
PCO #10: Janitor Closet 109 Rework (RFI #17)			
PCO #11: Color Selection for Sliding Doors			
PCO #15: Additional Down Rods for Fixtures (RFI #31)			
PCO #16: TRA Changes (Toilet Paper Dispenser & Changing Station)			
PCO #18: Cast Stone Custom Color			
PCO # A15.1: Water Tap/Street Opening Fee Reconciliation			

Change Order Details

Change Order # 005	\$ 14,360.41
PCO #2.Rev I: Bulletin #I (Minus Security/Access Control)	
PCO #4: RFI #14 Structural and Layout Changes	
PCO #20: Added Studs for North Wall of RR 106 & I 07 (RFI #39)	
PCO #22: Restroom Door Control Changes (Matching Eastman)	
PCO #24: Furring West Wall of Staff Restroom I 16 (RFI #54)	
PCO #29 Rev.I: Roof Hatch Revision	
PCO #30: Added Annunciator for Fire Alarm	
Change Order # 006	\$ (14,782.91)
PCO #15: IFRU-Spun Piping Allowance Credit	
PCO #19: Structural Remediation for New Masonry Openings (RFI #41 & #42)	
PCO #23: Faucet Spec Change	
PCO #26: Bulletin #2	
PCO #28: Add Cold Water to Existing Mop Sink (RFT #63)	
PCO #36: Change Door 109 to HM	
PCO #41: Bulletin #3	
PCO #48: GFCI Receptacles in Staff Break Room and Meeting Room	
Change Order # 007	\$ 43,785.60
PCO #14 Rev.1: Bulletin #1 & IPS Drawings Security & Access Control	
PCO #34: Credit for Mechanical Pads	
PCO #35: Credit for Bench Procurement	
PCO #40: Wall Framing & Receptacles for South Teen III	
PCO #42: Fire Extinguisher Credit & Cabinet Spec Change	
PCO #43: Floor Boxes Per Dimensioned Drawing	
PCO #47: Demo Fixture on Cast Stone Header	
PCO #52: Window Caulk Abatement Allowance Credit	
Change Order # 008	\$ 6,267.40
PCO #44: Furring TB01 for Conduit	
PCO #54: Grilles for Vented Toe Kicks	
PCO #55: Markerboard Adjustments, Concealing Mail Slot	
PCO #58: Paint Color Revisions	
PCO #59: Extension of Adult Collection 101 Countertop	
PCO #60: Landscape Revisions	
Change Order # 009	\$ 55,899.38
PCO #31: Interior Wet Sealing	
PCO #32: Heavy Floor Prep Allowance Overage	
PCO #38: Plaster Patching Allowance Overage	
PCO #65: Relocate Manual Transfer Switch	

CLEVELAND PUBLIC LIBRARY

Board Meeting
March 16, 2023

Eastman Branch

In accordance with the Board resolution adopted on December 16, 2021, a report to the Board of Trustees on expenditures and contracts entered into, including those in excess of \$25,000, to pay the costs resulting from changes and additions to the Project which may be made in the future by the Library, and which are not included in the GMP, is hereby submitted:

For the Period Ending February 28, 2023

Date	Vendor	PO	Description	Owner's Contingency Fund \$ 200,486.00		GMP Increase
				Encumbered	Expended	
5/2/2022	Regency Construction	220203	Change Order #001			\$ 41,333.29
5/16/2022	Regency Construction	220203	Change Order #002			23,860.11
7/11/2022	Regency Construction	220203	Change Order #003			2,013.38
8/8/2022	Regency Construction	220203	Change Order #004			25,696.86
9/6/2022	Regency Construction	220203	Change Order #005			33,608.22
10/31/2022	Regency Construction	220203	Change Order #006			20,606.13
1/27/2023	Regency Construction	220203	Change Order #007			6,340.76
				\$ -	\$ -	\$ 153,458.75
				Owner's Contingency Fund Available Balance		\$ 47,027.25

	Eastman Branch Renovation Project Budget \$ 3,134,357.66	
	Encumbered	Expended
Moody Nolan Inc. - Architectural Design Services	\$ 35,507.99	\$ 199,859.67
Regency Construction - Construction Manager at Risk	474,435.78	1,947,026.59
Furniture, Fixtures, Equipment and Technology	60,689.07	-
Owner Direct Costs	9,317.16	97,695.72
Direct Expenditures paid from Contingency Fund	-	-
	\$ 579,950.00	\$ 2,244,581.98
		Available Budget
		\$ 309,825.68

Change Order Details

Change Order # 001	\$ 41,333.29
HVAC Controls	
Change Order # 002	\$ 23,860.11
PCO #4: For Construction Set	
PCO#5 Rev.2: Bulletin #1	
PCO #8: Bulletin #2	
PCO # 18: Ground Penetrating Radar Allowance Reconciliation	
Change Order # 003	\$ 2,013.38
PCO #9: Transition Duct for 2nd Floor (RFI #8)	
PCO #20: Family Toilet 106 Finned Tube Demo	
PCO #24: Demo of Duct for Steel (Bulletin #2)	

Change Order Details	
Change Order # 004	\$ 25,696.86
PCO #15: Replacing Shutoff Valve on Cold Water Line (RFI #25)	
PCO #16: Bulletin #4	
PCO #19: Replacing Both Foggy Gallery Windows	
PCO #21: Temporary Heat Credit	
PCO #22: Faucet Spec Change	
PCO #25: Replace 5 Missing SA Grilles (RFI #45)	
PCO #26: Demo 5 Branch Ducts, Replace with Louvers (RFI #46)	
PCO #27: Replace Missing RA Grille in North Wall (RFI #47)	
PCO #30: Concrete Infill for Bulletin #2	
PCO #36: Wiremold for South Wall of Multipurpose 206 (RFI #50)	
PCO #37: Buildout for Fire Alarm Pull Box (RFI #55)	
PCO #38: Wiremold for WAP on Exterior of Gallery Wall (RFI #40)	
PCO #39: Misc. Masonry Repairs	
PCO #40: Demo & Reinstall Pipe for Bulletin #2 Steel Layout	
PCO #44: Abatement of Roof Flashing	
Change Order # 005	\$ 33,608.22
PCO #23: Grinding Down Concrete for Tile	
PCO #35: ADA Push Buttons and Operators	
PCO # 43: Bulletin #5	
PCO #46: Misc. Demo (RFI #23, #66, #67, #70)	
PCO #48: Reinstall and Insulate Duct Removed for Steel	
Change Order # 006	\$ 20,606.13
PCO #33: Fire Extinguisher & Cabinet Credit	
PCO #45: Raising Clerestory Sills Allowance Overage	
PCO #49: Credit for Exterior Display Enclosure	
PCO #51: Toilet Paper Dispenser Spec Change	
PCO #52: Bulletin #6	
PCO #55: Mechanical Room 125 Layout Adjustments	
PCO #56: Rework for Overhead Coiling Grille	
PCO #59: Replacing 2 Corroded Drains in RR 104 & 106	
Change Order # 007	\$ 6,340.76
PCO #61: Bulletin #9	
PCO #62: Demo Molded Drywall Under Finned Tubes	
PCO #63: Replacement of Concrete for Trip Hazards	
PCO #66: Patch Drywall Under Finned Tubes	

CLEVELAND PUBLIC LIBRARY

Board Meeting
March 16, 2023

Martin Luther King, Jr. Branch

In accordance with the Board resolution adopted on February 15, 2022, a report to the Board of Trustees on expenditures and contracts entered into, including those in excess of \$25,000, to pay the costs resulting from changes and additions to the Project which may be made in the future by the Library, and which are not included in the GMP, is hereby submitted:

For the Period Ending February 28, 2023

Date	Vendor	PO	Description	Owner's Contingency Fund \$ 1,016,503.00		GMP Increase
				Encumbered	Expended	
3/28/2022	Gilbane Building Company	201107	Change Order # 001			\$ 475,307.00
4/26/2022	Gilbane Building Company	201107	Change Order # 002			541,196.00
5/25/2022	Gilbane Building Company	201107	Change Order # 003			(675,389.00)
11/2/2022	Gilbane Building Company	201107	Change Order # 004			55,734.00
12/21/2022	Gilbane Building Company	201107	Change Order # 005			108,645.00
				\$	\$	\$ 505,493.00
				Owner's Contingency Fund Available Balance		\$ 511,010.00
				New Martin Luther King, Jr. Branch Project Budget \$ 19,901,486.00		
				Encumbered	Expended	
	JKURTZ Architects Ltd. - Architectural Design Services			\$ 271,310.85	\$ 2,347,414.68	
	Panzica Construction Co. - Construction Manager at Risk			13,587,388.93	1,404,971.07	
	Furniture, Fixtures, Equipment and Technology					
	Owner Direct Costs			78,710.94	477,050.43	
	Direct Expenditures paid from Contingency Fund			-	-	
	Developer Shared Costs			-	594,677.00	
				\$ 13,937,410.72	\$ 4,824,113.18	
					Available Budget	\$ 1,139,962.10

Change Order Details

Change Order # 001		\$ 475,307.00
Cost Escalation Claim		
Change Order # 002		\$ 541,196.00
Exterior Glazing Detail Changes; Developer HVAC Changes - Addendum #4; Addendum #2 and #3 Cost Escalation; BASWA Acoustical Plaster; Projection Screen/Hoist; Curtain/Rigging Allowance		
Change Order # 003		\$ (675,389.00)
Proposed change to scope of work includes value engineering options selected during the finalization of the project design. These include changing the 6" thick site sidewalks to 4" thick. Eliminating all trap rock aggregate in the CC4 exterior sidewalks. Deleting all exterior aluminum strips embedded in concrete. The CLT monumental stair being vertically laminated, the CLT seat back being constructed segmentally with vertical grain, the canted radius contouring, and an upgraded "bomb-proof" finish, changes south table stairs to horizontal grain in lieu of vertical. Exterior metal panels are changed from a stainless steel finish to aluminum. Canopy aluminum panel will be removed and replaced with metal mesh. Deletion of mesh ceiling panels, structural framing, lighting, hangers at Alternate #11 booth areas. Revision of the elevator cabs to KONE standard in lieu of glass cab. Deleting the property line landscaping/fence. Changing all FL-3 Forbo flooring to sealed concrete. Changing the award of the electrical subcontract. The cost savings for the electrical contractor award also increases the MBE planned participation percentage for the project from 14% to 25%.		
Change Order # 004		\$ 55,734.00
Glazed Façade Profile; Revolving Door Finish; Level 2 Concrete Sandblasting; Sidewalks Change From 4" Back to 6"		
Change Order # 005		\$ 108,645.00
Roof Insulation Allowance; South West Canopy Steel Modifications; All Glass Entrances Glass Type Change; Curtain Wall Shallower Section; RFI #48 - Roof Drain Changes; Floor Box Changes		

CLEVELAND PUBLIC LIBRARY

Board Meeting
March 16, 2023

Brooklyn Branch

In accordance with the Board resolution adopted on May 17, 2022, a report to the Board of Trustees on expenditures and contracts entered into, including those in excess of \$25,000, to pay the costs resulting from changes and additions to the Project which may be made in the future by the Library, and which are not included in the GMP, is hereby submitted:

For the Period Ending February 28, 2023

Date	Vendor	PO	Description	Owner's Contingency Fund \$ 83,959.00		GMP Increase
				Encumbered	Expended	
9/12/2022	Regency Construction	220256	Change Order #001			\$ 17,752.13
10/24/2022	Regency Construction	220256	Change Order #002			10,277.64
11/29/2022	Regency Construction	220256	Change Order #003			17,733.30
1/27/2023	Regency Construction	220256	Change Order #004			7,920.28
2/27/2023	Regency Construction	220256	Change Order #005			(4,087.36)
				\$	\$	\$ 49,595.99
				Owner's Contingency Fund Available Balance		\$ 34,363.01

Brooklyn Branch Renovation Project Budget \$ 2,569,784.50

	Encumbered	Expended
Vocon Partners LLC - Architectural Design Services	\$ 30,712.13	\$ 156,238.87
Regency Construction - Construction Manager at Risk	1,015,111.47	1,003,859.02
Furniture, Fixtures, Equipment and Technology	1,728.25	-
Owner Direct Costs	11,090.62	55,325.61
Direct Expenditures paid from Contingency Fund	-	-
	\$ 1,058,642.47	\$ 1,215,423.50
		Available Budget
		\$ 295,718.53

Change Order Details

Change Order # 001	\$ 17,752.13
PCO #1: Bulletin #1/Permit Set	
PCO #3: Added Stud Ceilings (RFC #2)	
PCO #4: Hardware Change for Door 113	
PCO #5: Painting New Finned Tubes	
PCO #6: Hardware Revisions per Retemed Submittal	
PCO #7: Additional Abatement in Multipurpose Areal 13	
PCO #10: Ground Penetrating Radar Allow ance Credit	
Change Order # 002	\$ 10,277.64
PCO #12: Structural Support for Beams	
PCO #13: Allowance Credit for HVAC Insulation	
PCO #14: CFMF for Meeting Room & Officcs	
PCO #17: Multipurpose Area 113 Sink Vent Routes	
PCO #20: Furring in Staff Break 115	
PCO #22: Furring for ADA in All Gender 110	
Change Order # 003	\$ 17,733.30
PCO #18: Soffit Rework Including RFI #19	
PCO #19: Extending Walls to Meet Ceiling Heights	
PCO #26: Recessed Outlets for East Wall Countertops	
PCO #27: Extend Meeting Room Wall for Data Box	
PCO #31: Replace Gate Valve	
PCO #33: Surface Mounted Changing Station	
Change Order # 004	\$ 7,920.28
PCO #15: Lobby Knee Wall Reframing	
PCO #30: Relocate Outlet for Monitor Build Out	
PCO #32: Millwork Revisions per Submittal	
PCO #37: Covering Power Lines	
PCO #39: Multipurpose Area 113 Wall Repairs	
PCO #42: Bulkhead and Patchwork in Janitor's Closet	
PCO #46: Frame and Hang Lobby 102 Soffit	
Change Order # 005	\$ (4,087.36)
PCO #40: Credit for Tapered Insulation	
PCO #48: Painting Exterior Railings in Lieu of Galvanizing	
PCO #50: Drywall Repair for Water Damage	
PCO #52: Replace ETR Finned Tube Covering and Backing	

CLEVELAND PUBLIC LIBRARY

Board Meeting
March 16, 2023

Rockport Branch

In accordance with the Board resolution adopted on July 21, 2022, a report to the Board of Trustees on expenditures and contracts entered into, including those in excess of \$25,000, to pay the costs resulting from changes and additions to the Project which may be made in the future by the Library, and which are not included in the GMP, is hereby submitted:

For the Period Ending February 28, 2023

Date	Vendor	PO	Description	Owner's Contingency Fund		GMP Increase
				Encumbered	Expended	
					\$ 432,746.22	
				\$ -	\$ -	\$ -
				Owner's Contingency Fund Available Balance		\$432,746.22
				Rockport Branch Project Budget		\$ 8,635,042.00
				Encumbered	Expended	
	CBLH Design, Inc. - Architectural Design Services			\$ 141,718.21	\$ 503,021.79	
	Regency Construction - Construction Manager at Risk			6,679,501.66	223,454.12	
	Furniture, Fixtures, Equipment and Technology			.	.	
	Owner Direct Costs			37,293.00	111,757.63	
	Direct Expenditures paid from Contingency Fund			\$ 6,858,512.87	\$ 838,233.54	
				Available Budget		\$ 938,295.59

CLEVELAND PUBLIC LIBRARY

Board Meeting

March 16, 2023

Louis Stokes Wing High Density Shelving Project

In accordance with the Board resolution adopted on December 16, 2021, a report to the Board of Trustees on expenditures and contracts entered into, including those in excess of \$25,000, to pay the costs resulting from changes and additions to the Project which may be made in the future by the Library, is hereby submitted:

For the Period Ending February 28, 2023

Date	Vendor	PO	Description	Owner's Contingency Fund	\$ Amount
6/23/2022	Spacersaver Storage System	220526	Change Order #003-7th floor, tube storage in elevator lobby size increased to maintain 150 tube capacity		\$ 4,170.31
10/19/2022	Spacersaver Storage System	220526	Change Order #007 - LED Lighting for LSW8		247,802.00
11/11/2022	Spacersaver Storage System	220526	Change Order #008 - 8th Floor Fire Park		16,935.00
11/29/2022	Spacersaver Storage System	220527	Change Order #009 - (6) Nantucket tray and cabinet storage units		59,072.00
12/6/2022	City of Cleveland	P-Card	Permit-Street Opening-Sidewalk Obstruction-Working in Right of Way		2,879.83
					\$ 330,859.14
Owner's Contingency Fund Available Balance					\$ 274,919.86

High Density Mobile Shelving Project Budget				\$ 6,663,571.50
PO 220526 - Purchase & Installation of High Density Shelving for LSW				Original as Executed*
				\$5,887,015.92
*12/26/2021 Board approved amount not-to-exceed \$6,057,792.50				
Additions to the project (taken from the Owner's Contingency Fund)				\$ 330,859.14
Decreases to the project				
6/23/2022	Spacersaver Storage System	220526	Change Order #002-9th floor, change from cantilever to 4-post shelving to increase weight capacity	(1,707.31)
6/23/2022	Spacersaver Storage System	220526	Change Order #004-8th floor, northernmost section/row of shelving removed to ensure no contact with wall	(3,042.47)
9/1/2022	Spacersaver Storage System	220526	Change Order #001 - Shelving deduct	(16,884.34)
9/1/2022	Spacersaver Storage System	220526	Change Order #005 - Touchscreen Deduct	(51,540.00)
9/28/2022	Spacersaver Storage System	220526	Change Order #006 - Platform Deduct for Existing Cabinets	(8,130.92)
PO 220526 + P-Card purchase - Purchase & Installation of High Density Shelving for LSW				\$6,136,570.02

Available Budget \$ 527,001.48

CLEVELAND PUBLIC LIBRARY				
EMPLOYMENT REPORT				
Period: Feb 1 - Feb 28, 2023				
Name	Title	Department / Branch	Effective Date	Compensation (hourly)
<u>New Hires</u>				
Tiffany Graham Charkosky	Director of Arts & Culture	Special Projects Collections	2/13/2023	57.44
<u>Resignations</u>				
Evone Jeffries	Subj Dept Librarian	Literature Dept	2/28/2023	
Mata Amessan	IT Manager	IT-CPL/CLV	2/14/2023	
Rashawn Smith	Officer	SPS	2/8/2023	
Nicole Coleman	Pub Svc Generalist	Addison Branch	2/6/2023	
Shardae Smith Williams	Officer	SPS	2/3/2023	
<u>Terminations</u>				
<u>Retirements</u>				
Lloyd Ali	Custodian	E. 131st Street Branch	2/28/2023	
Tracy Parsons	Custodian	Lakeshore Facility	2/28/2023	

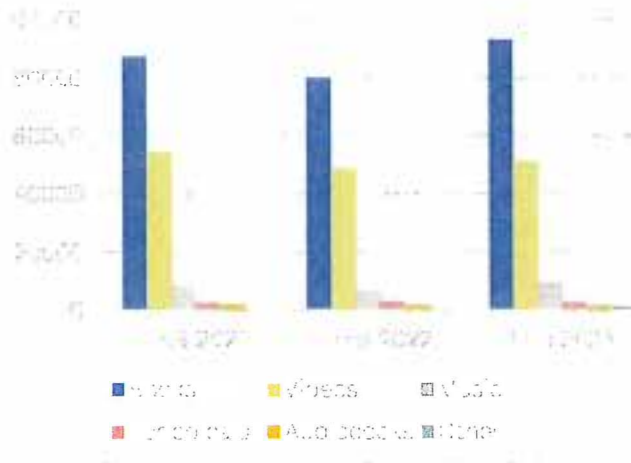
Exhibit A*COMPENSATION PRACTICES – 300**MEDICAL LEAVE OF ABSENCE – 395*

Bargaining unit employees shall be eligible for a Medical Leave of Absence pursuant to their collective bargaining agreement. Non-bargaining unit employees may be eligible for a Medical Leave of Absence, a continuous leave of absence for the serious health condition of an employee, child, spouse or parent. A Medical Leave of Absence cannot exceed one year for full time and regular part time employees and six months for pages and substitutes. Employees shall be provided employment in an equivalent position with equivalent conditions of employment upon the return from Medical Leave. Eligible employees are required to use sick and vacation time; an unpaid Medical Leave will not commence until all earned time has been exhausted.

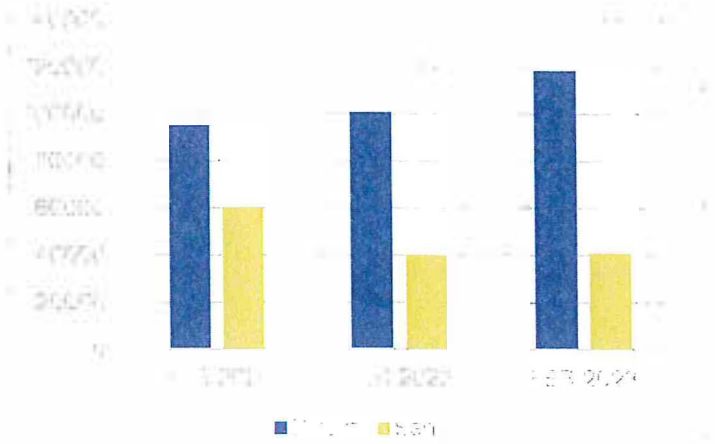
September 26, 2019
Revised September 17, 2020
March 16, 2023

Circulation

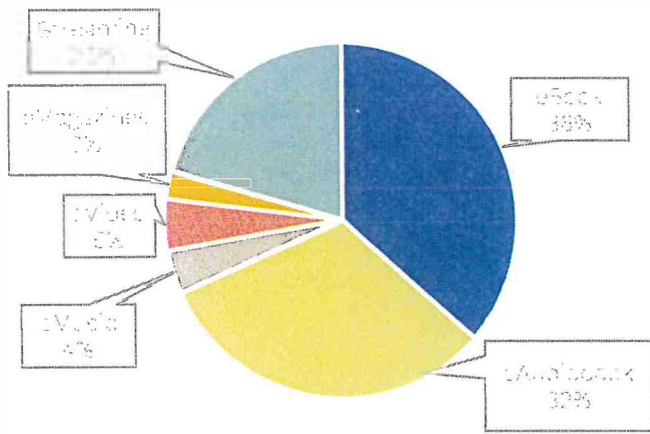
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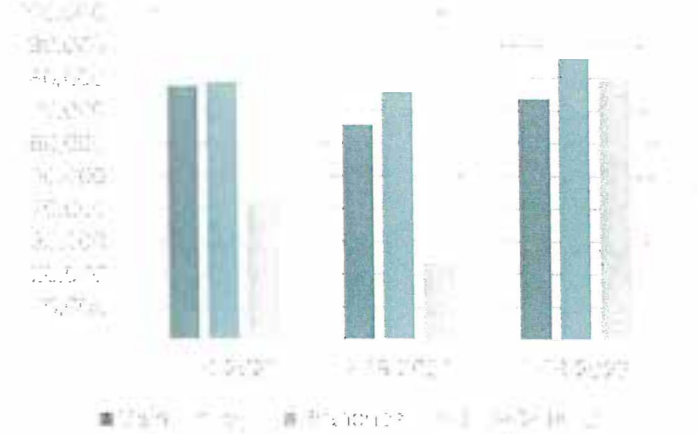
Direct vs Sent



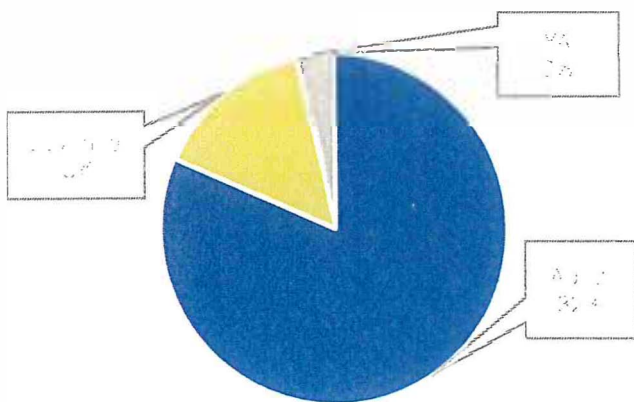
Electronic Circulation



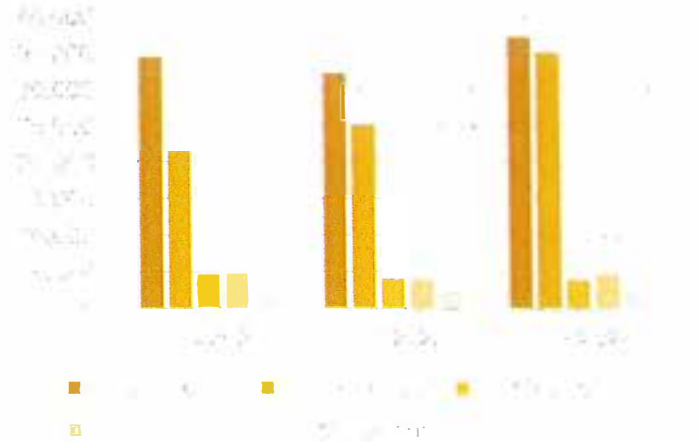
Circulation Trends



Circulation by Reading Level

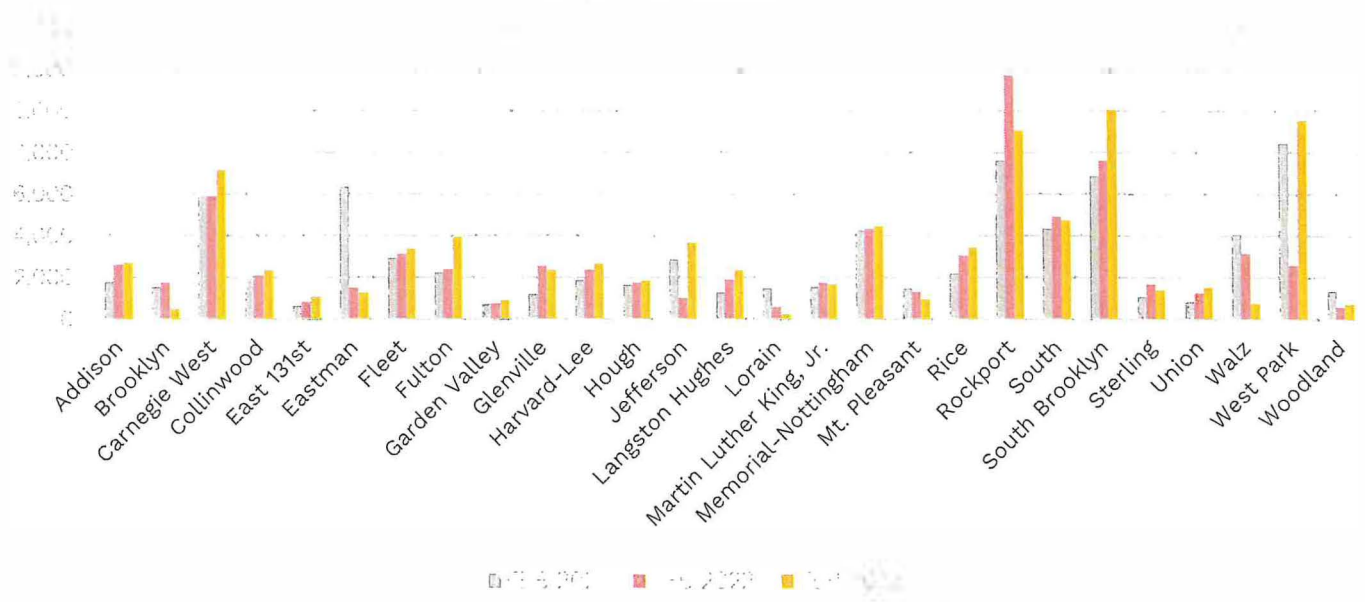


Media Circulation Trends



Circulation

Branch Circulation

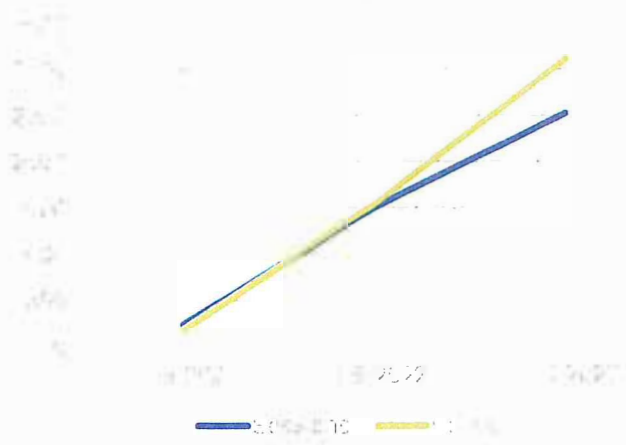


Main Library Circulation

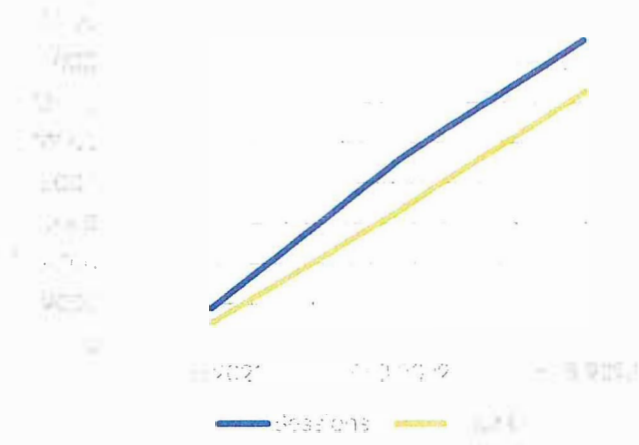


Technology & Services

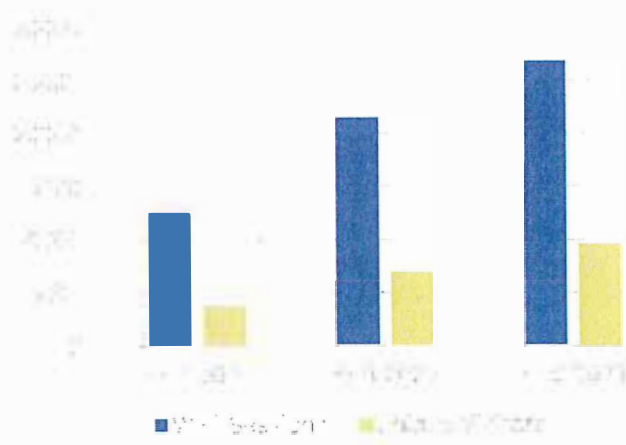
Computer Use - Main



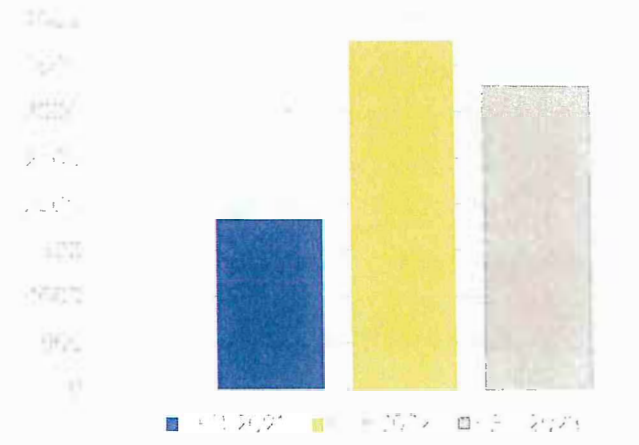
Computer Use - Branches



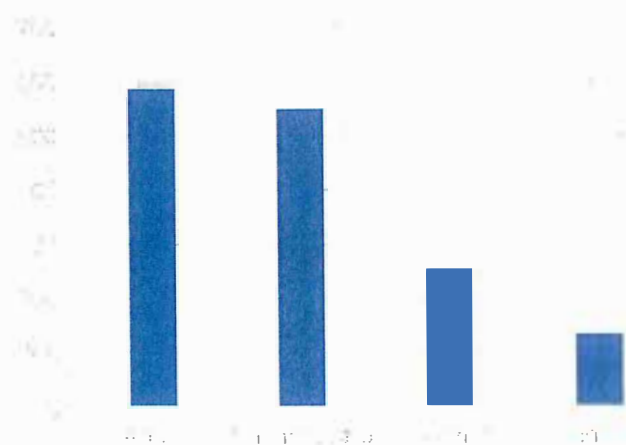
WF Use



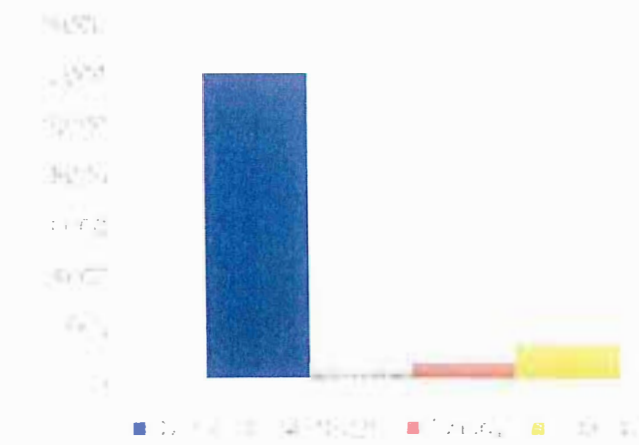
Virtual Reference



New Cards Issued

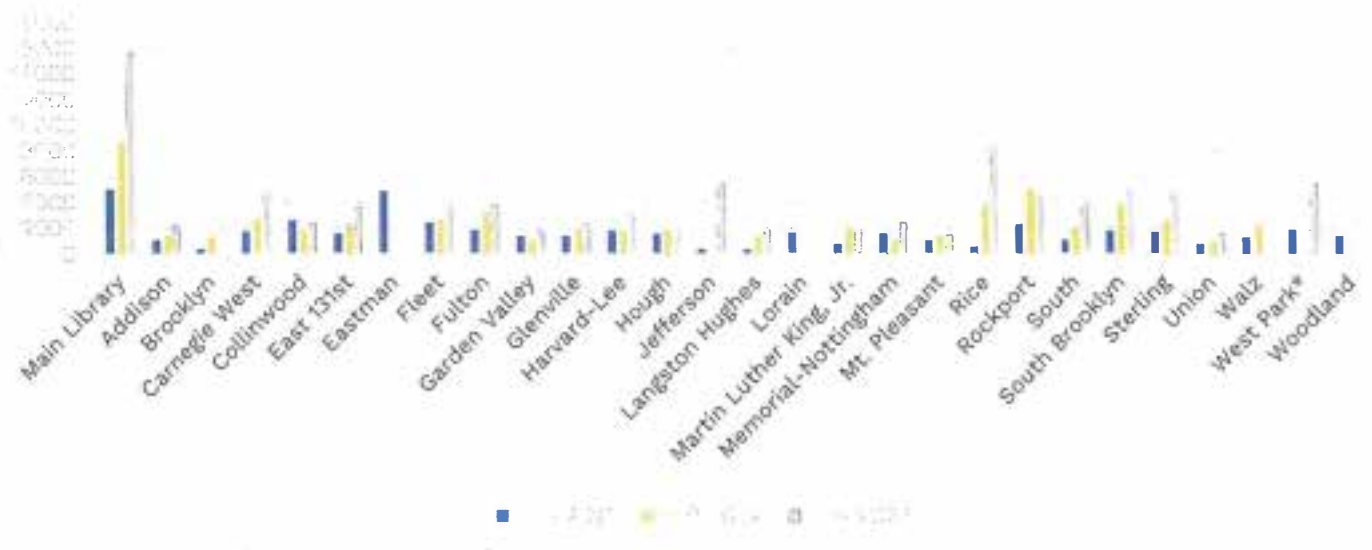


Unique eMedia Users

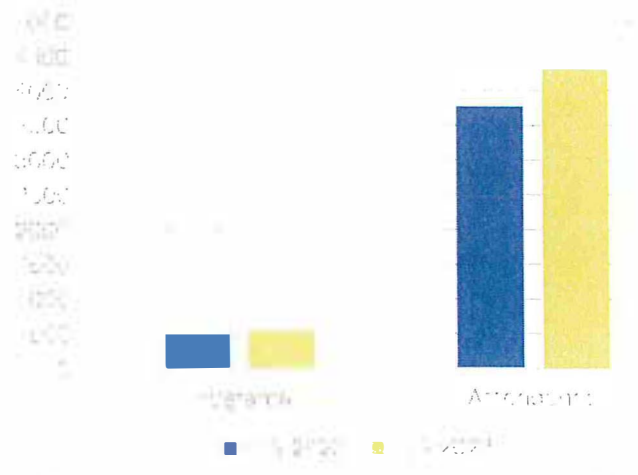


Patron Visits & Programming

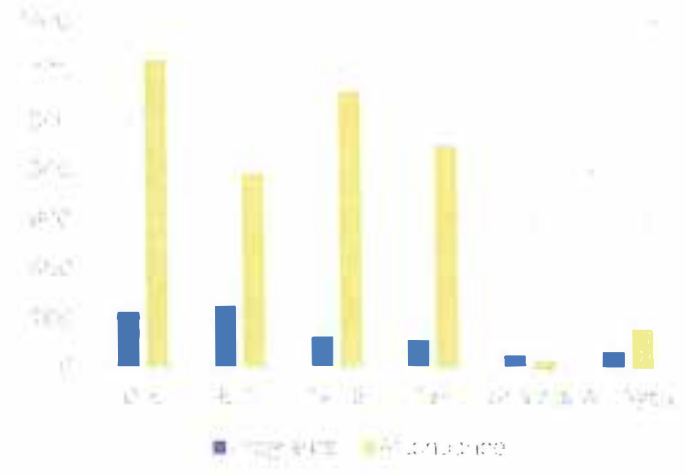
Patron Visits



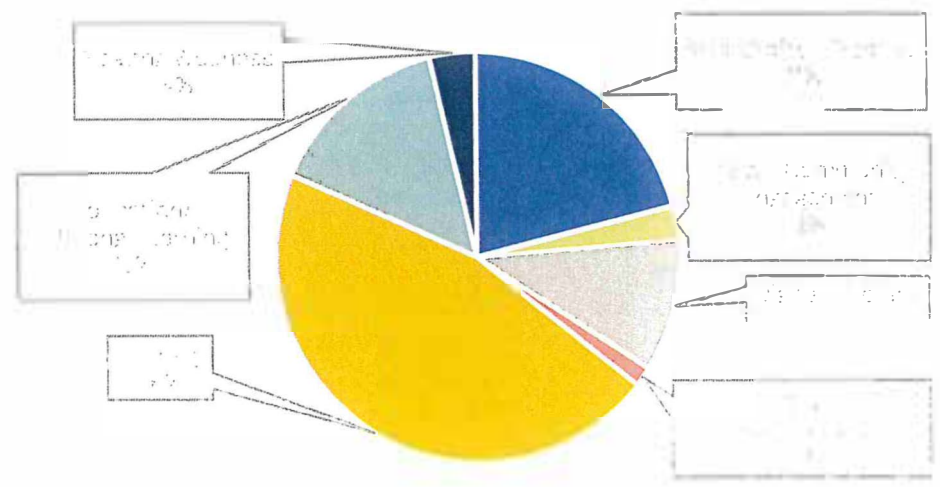
Programs & Attendance



Age Distribution



Program Tools



Patron Interests

February 2023 Top 10

	Adult		Juvenile
The Light We Carry	Michelle Obama	Bob Books	Bobby Lynn Maslen
Desert Star	Michael Connelly	Splatoon	Sankichi Hinodeya
The Boys from Biloxi	John Grisham	Diper Överlöde	Jeff Kinney
Long Shadows	David Baldacci	Dog Man	Dav Pilkey
Demon Copperhead	Barbara Kingsolver	Peppa Pig Phonics	Lorraine Gregory
No Plan B	Lee Child	Big Nate	Lincoln Pierce
Without a Trace	Danielle Steel	Brown Girl Dreaming	Jacqueline Woodson
Going Rogue	Janet Evanovich	The Meltdown	Jeff Kinney
I'm Glad My Mom Died	Jennette McCurdy	An Elephant & Piggie Biggie	Mo Willems
It Starts With Us	Colleen Hoover	Catwad	Jim Benton

Top Ebook Titles on OverDrive



Facilities Master Plan: Jefferson Branch closed for construction 4/5/2021-10/14/2022. West Park Branch closed for construction 4/5/2021-1/6/2023. Woodland Branch closed for construction as of 4/5/2021. Lorain Branch closed for construction as of 10/9/2021. Eastman Branch closed for construction as of 12/13/2021. Walz Branch closed for construction as of 3/5/2022. Brooklyn Branch closed for construction as of 5/7/2022. Hough Branch opened at new facility 11/12/2022.

COVID: No services offered 3/14/2020-6/7/2020; Curbside/walk-up services only 6/8/2020-8/23/2020, 11/21/2020-2/21/2021, 12/27/2021-1/17/2022; Open with occupancy restrictions/time limits 8/24/2020-11/20/2020, 2/22/2021-12/25/2021, 1/18/2022-11/5/2022.

Other: Garden Valley Branch closed due to building issues 12/17/2022-1/31/2023.

Monthly Activity Analysis for February 2023

Now that 2023 is well underway, **we can see some new trends emerging through the library's numbers.** While we can never pinpoint a specific reason for patron tendencies, there are a few **variables that definitely have had an effect on the library's performance.**

- **Moving out of pandemic mode.** During the height of the pandemic, library service was not business as usual. Many safety protocols were implemented, including closing buildings for extended periods, delivering only curbside or walkup services, enforcing occupancy limits, and quarantining library materials. While the library remains vigilant in keeping both our staff and patrons safe by encouraging healthy practices and procedures, most of the restrictive practices ceased by November 2022.
- **Facilities Master Plan.** Beginning in 2021 the library began a decade-long plan to improve every building in the system. This necessitates extended closures of multiple branches at once which drastically affects circulation and attendance. Some patrons do utilize other branches when their preferred or home branch is closed, however there is evidence that many do not.
- **Statewide courier issues.** The State Library of Ohio provides statewide delivery for interlibrary loan materials. For CPL, this includes all deliveries to CLEVNET-member libraries. In June 2021, the State Library contracted with a new courier to provide this service. The new courier was severely unprepared for the volume of deliveries and issues quickly arose. Libraries throughout the state experienced months-long delays in transit times and many went weeks without a single pickup. At one point, CPL had over 50 pallets full of materials waiting to be picked up from our dock. To ease some of the wait times for patrons, most libraries, including CPL, changed their procedures so that requests would **only be filled from the patron's home library.** For larger systems, this had a very negative impact on circulation. Since the courier change was contracted through the State Library, individual systems had very little recourse. In April 2022, the State Library with assistance from the State Attorney General was able to terminate the contract and went back to the previous courier. Nearly all delivery issues have been resolved since then, however many libraries have kept their amended holds procedures in place.

Circulation

In a refreshing sign, books continue to outpace all other material formats. With the availability and affordability of streaming sources improving, video use has declined overall for the past couple of years although it still represents a sizable amount of circulation. Despite those same improvements **in the music industry, the library's music circulation has remained steady.** Periodicals circulation have also held steady even though the number of physically published titles has declined over the last several years.

The library's ratio of direct circulation (materials borrowed at one of our locations) to sent circulation (CPL-owned materials borrowed at CLEVNET-member libraries) has grown dramatically over the last two years. This can be directly attributed to the way requests are filled, as described above. More libraries are prioritizing their own materials over having them sent in from other systems. Not only is this affecting the direct-sent ratio, but it is negatively affecting the **library's overall circulation totals** which has relied on CLEVNET requests for a large percentage of total circulation.

Emedia circulation continues to grow in nearly all categories with the largest gains coming from ebooks and eaudiobooks. Video, music, and magazines have also grown slightly.

Branch circulation is beginning to rebound as we begin to reopen FMP locations. Larger branches that have remained open, such as Carnegie West, Harvard-Lee, Memorial-Nottingham, Rice, and Rockport have seen increases as patrons have shifted from closed locations. In particular, Jefferson Branch

and West Park Branch have seen large gains in circulation numbers. Main Library departments have seen slight gains overall compared to 2021

Technology and Services

As COVID restrictions eased, the use of the library's computers and wifi has exploded. This marks an obvious shift in the way patrons use the library. While our visits and circulation remain stagnant, computers and wifi access are very important services for our patrons.

Virtual reference remains popular, showing that our patrons value the services we provide even if they are not able to visit.

CPL issued over 1500 new library cards in February. The largest number of cards issued were online or ecards. However, the largest percentage of cards were issued in person.

Patron Visits and Programming

Patron visits were significantly improved compared to this time last year with many locations showing tremendous growth. Of particular note are the Jefferson and West Park Branches, which both reopened after long FMP closures. The West Park Campus total is estimated due to the necessary calibration of the people-counting hardware.

The number of programs held as well as the attendance at programs are also up compared to February 2022. Most of our programming was related to literacy and most of our program attendees were youths aged 11 and under. Digital literacy, lifelong learning, and creative programming were also popular topics.

Patron Interests

The new year brought a fresh list of popular titles with Michelle Obama's newest book topping the list. Phonics books remain popular in the juvenile category. Colleen Hoover continues to be popular on the ebook list thanks to her cult-like social media following.

Closures

Facilities Master Plan: Jefferson Branch closed for construction 4/5/2021-10/14/2022. West Park Branch closed for construction 4/5/2021-1/6/2023. Woodland Branch closed for construction as of 4/5/2021. Lorain Branch closed for construction as of 10/9/2021. Eastman Branch closed for construction as of 12/13/2021. Walz Branch closed for construction as of 3/5/2022. Brooklyn Branch closed for construction as of 5/7/2022. Hough Branch opened at new facility 11/12/2022.
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 Other: Garden Valley Branch closed due to building issues 12/17/2022-1/31/2023

Nancy Mocsiran / Strategy Office / March 7, 2023

REGULATIONS

CLEVELAND PUBLIC LIBRARY REGULATIONS OF THE BOARD OF TRUSTEES

(All articles **reviewed** February 16, 2023)
 (Revised November 19, 1947 and November 19, 2015, March 16, 2023)
 (Amended September 19, 1962, October 26, 1966, February 19, 1970, December 16, 1971, January 20, 1972, September 21, 1972, November 15, 1973, December 19, 1974, December 18, 1980, February 16, 2012, September 18, 2014, March 16, 2023)

ARTICLE I. Regular meetings of the trustees shall be held on the third Thursday of each month or such other time as the Board may determine. The regular meeting held in the month of January of each year shall be the annual meeting of the trustees. (Amended October 26, 1966) There shall be a minimum of 10 regular meetings per year. (March 16, 2023)

ARTICLE II. Special meetings shall be called by the president or any two trustees, and the business to be transacted shall be stated in the call therefore.

ARTICLE III. For the purpose of transacting any business a quorum shall be a majority of the full membership.

ARTICLE IV. The officers of the Board of Trustees shall be a president, vice president, and secretary who shall serve for a term of one year. At the annual meeting the trustees shall elect, for a term of one year, a fiscal officer, who shall be treasurer of the Library funds. The Board shall also appoint one assistant to the fiscal officer, who shall be known as the deputy fiscal officer.

ARTICLE V.

(a) The president shall preside at all meetings. She/he shall appoint all committees except the nominating committee, which shall be elected by the Board members. The chairperson of all other committees will be designated by the president. She/he shall perform such other duties as by custom are incident to this office. She/he may also, at his or her discretion, by virtue of his or her office, be a member of all committees with power to exercise all functions belonging to other committee members.

(b) The vice president shall, in case of the absence or disability of the president, or in the case of the president's resignation or demise, or at the request of the president, assume and perform any and all duties which the president is authorized to exercise.

(c) The secretary shall cause to be kept a true and accurate record of all things done at meetings of the Board of Trustees through the preparation of minutes. Minutes shall be furnished to each trustee promptly after such records are prepared. The secretary shall cause to be safely kept in permanent form the records of all meetings, and all papers and documents relating to the business of the Board, which she/he shall deliver, on the termination of his or her office, to his or her successor. She/he shall, at all meetings of the Board, present all matters relating to the business affairs of the Library which have come to his or her attention. She/he shall perform such other duties as the Board may, from time to time, prescribe or direct, and such as are customarily performed by persons holding the office of secretary. In the absence or disability of the president and vice president, the secretary may exercise all of the powers entrusted to those officers, but only for the period of their absence or actual disability

(d) The fiscal officer of the Board shall be the treasurer of the Library funds and shall deposit all funds of the Library in depositories designated by the Board and shall draw all necessary checks and vouchers for the disbursement of funds of the Library pursuant to appropriations made by the Board, which shall become valid when signed by the president and fiscal officer. Except as set forth in Article XII of these Regulations, no monies credited to the Library in the excess of \$5,000 shall be paid out except on a check signed by the fiscal officer of the Board of Library Trustees having jurisdiction over said monies, and the president, or vice president, or secretary in that order, if available, and if none of them is available any one of the remaining Board members, in order of seniority on the Board. She/he shall, at each regular meeting, present to the Board a report showing the financial position of the Library in such form and with such detail as the Board may, from time to time, prescribe. She/he shall perform such other duties as the Board may prescribe or direct, and such as are customarily incident to the office of the treasurer.

In the event of the absence of the fiscal officer, the deputy fiscal officer shall have all powers and duties of the fiscal officer and shall sign as deputy fiscal officer.

ARTICLE VI. Copies shall be retained of all official correspondence of any of the trustees, relative to the affairs of the Library, and such copies, with all letters received, contracts, bills, receipts, vouchers, reports, and books of accounts, shall be preserved and kept in the rooms of the Library in places whence they shall be kept unless scheduled for destruction in accordance with the applicable record retention schedule.

ARTICLE VII. The Board shall appoint a Director of the Library for a term of one to five years and fix his or her compensation. She/he shall execute the duties as hereinafter provided. The board shall complete an annual review of the Director's performance and deliver feedback with an established timeline of any actions. (Amended March 16, 2023)

ARTICLE VIII. There shall be three standing committees of the trustees: namely, a Committee on Finance and Audit, a Committee on Human Resources, and a Committee on Community Services.

The Board may, from time to time, authorize the appointment of such other committees as it shall deem expedient for the purpose of investigating any matter relating to the business of the Library and reporting thereon to the Board. The president may, in the interim between meetings of the Board, appoint committees to perform like functions. Any committees created hereunder shall continue to perform the duties assigned to them until discharged by action of the Board.

Each committee shall consist of a minimum of three members and no greater than five members. The majority of the members of a committee shall constitute a quorum for that particular committee. If a quorum of members is present at a meeting of a committee, then that committee may vote on whether to recommend acceptance of a resolution to the Board. Such vote shall be conducted by taking a roll call of the committee members present. Reports of these committees shall be presented to the trustees by the chairperson or acting chairperson of each committee, unless otherwise ordered.

ARTICLE IX. The Committee on Finance and Audit shall meet the third Tuesday of each month a regular board meeting is scheduled. To the Committee on Finance and Audit shall be referred all matters relating to the Library budget and Library funds, loans, financing, real estate, claims, and contracts and settlements over a certain amount to be determined by resolution of the Board. When deemed advisable by the trustees, this committee shall be instructed to consult with the Committee on Human Resources and the Committee on Community Services regarding such financial factors as may be involved in any matters in the hands of these committees. All recommendations of this committee to the full Board shall be subject to a roll call vote of the trustees at the next regular meeting.

ARTICLE X. To the Committee on Human Resources shall be referred all matters relating to the personnel of the Library, professional, and otherwise. These matters shall include the appointment, remuneration, and duties of the Director, the committee to report its recommendation thereon to the trustees. This committee shall likewise recommend to the trustees the appointment, remuneration, duties, and termination of all other employees of the Library, after consultation with the Director of Human Resources. This committee shall likewise recommend to the trustees such rules and regulations regarding personnel matters as it may deem advisable. The rates of compensation for all employees of the Library shall be recommended by this committee to the full Board and fixed by the trustees. All recommendations of this committee shall be subject to a roll call vote of the trustees.

ARTICLE XI. To the Committee on Community Services shall be referred all matters relating to public services, the Library's strategic plans, and service facilities and properties of the Library, their construction, maintenance, and extension. All recommendations of this committee to the full Board shall be subject to a roll call vote of the trustees.

ARTICLE XII. No disbursement of money shall be made unless an appropriation therefore has been previously authorized by resolution of this Board. Disbursements shall be made upon a check signed by the Board President, Vice President or Treasurer, and the fiscal officer, or by direct deposit of funds by electronic transfer if the payee provides a written authorization designating a financial institution and an account number to which the payments are to be credited, and provided the Board President, Vice President or Treasurer and the fiscal officer sign the order authorizing the electronic fund transfer.

ARTICLE XIII. The Director shall be the chief executive officer of the Library, and shall supervise its administration, subject to such rules as may be adopted by the trustees. At each regular meeting of the Board, the director shall submit a report showing all matters and things done under her/his supervision since the last meeting of the Board, with such data and detail as may be necessary to enable the Board to understand the condition of the Library and all important steps taken to promote its objects and purposes. She/he shall also, from time to time, present to the Board such further information and data relating to the Library as it may request. She/he shall attend all meetings of the Board and take part in its deliberations, and shall recommend such action as she/he deems calculated to promote the best interests of the Library. At the close of each year she/he shall submit to the Board a general report setting forth the state of the Library, together with recommendations and suggestions for its improvement and development, which report shall be in a form suitable for printing and public distribution.

ARTICLE XIV. Pursuant to the provisions of Sec. 5705.28 of the *Revised Code*, the benefits of the service of the Cleveland Public Library shall be and hereby are extended on equal terms to all the inhabitants of Cuyahoga County.

ARTICLE XV. The order of business at regular meetings of the trustees shall be as follows:

1. Presentation and approval of Minutes as published
2. Communications

3. Report of Committees in the order named in ARTICLE VIII
4. Report of Special Committees
5. Old Business (previously introduced)
6. New Business (initiated in the present meeting)
7. President's Report
8. Report of Director and approval
9. Public Comments
10. Adjourn (Amended December 19, 1974 and March 16, 2023)

ARTICLE XVI. Parliamentary Authority. The rules contained in the current edition of *Roberts Rules of Order* will serve together with the *Rules and Regulations* of the Board of Trustees of Cleveland Public Library in matters not provided for within the Regulations of the Board already adopted, and where they are not inconsistent with any special rules of order of the Board.

ARTICLE XVII. No amendment of these regulations shall be finally acted upon until the next regular meeting after the same shall have been proposed. The trustees may temporarily suspend any or all rules and regulations in force by its authority, except this Article XVII, by a unanimous vote of all trustees present and the vote on such suspensions shall be taken by yeas and nays and entered on the records.