

Melissa Canan, TechCentral Coordinator, stated that each branch has approximately 38 hot spots devices. After they have been purchased, the additional devices will be divided among the branches as well.

In response to Mr. Corrigan's inquiry, Ms. Canan stated that at least 300 hot spots have been billed for replacement. Patrons are billed \$96.50 per unreturned hot spot. The devices are turned off 24 hours after they are due to be returned to the Library.

Director Thomas stated that the Cleveland Foundation received the Library's report containing the number of people who have benefited from the hot spots. This report also included anecdotal stories that support the significance of this program. With this information, the Library was granted additional funding to expand the program.

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

Resolution to Accept Gift from the Estate of Dorothy Ann Turick for Children's Services

John Skrtic, Director of Public Services, showed a photograph of Dorothy Ann Turick and stated that Ms. Turick was an employee of Cleveland Public Library who left in her will \$10,000 to the Library for children's services. Because Ms. Turick worked with disenfranchised youth, the Youth Services staff would like to continue the practice of transporting children to the Main Library for a day of programs and reading. This gifted amount will allow Youth Services to continue this popular service while honoring Ms. Turick and her commitment to children and her work with diverse communities.

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

Resolution to Authorize Payments to Royce Security Services LLC for Additional Branch Security Services

Jeremiah Swetel, Chief Operations Officer, stated that this resolution requests authorization for payments to Royce Security Services to cover the cost of additional branch security guard services through the end of the contract term. The expenditure approved by this Board in June 2016 was based on the Library Administration's estimate of the total number of hours that branch security guards would work during the entire duration of the agreement. At various points throughout the duration of the contract, which extends until December 31, 2019, the Library has requested, and Royce has provided, branch security guard services in excess of those in the Library's initial estimate.

In response to Ms. Butts' inquiry, Director Thomas explained that these additional funds are necessary to cover additional branch security guard services expenditures through the end of the year.

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

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

Timothy Diamond, Special Assistant to the Director, reported that the Library has been working with IPS since it began using this technology during Director Venable's administration. IPS has been a reliable and responsive vendor.

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

Resolution to Revise Authorization of Expenditures for Proper Public Purpose

Carrie Krenicky, Chief Financial Officer, stated that in December 2011, the Board adopted a resolution declaring the expenditure of public funds to provide refreshments and other amenities at Library programs for the public only as a necessary public purpose. This resolution seeks authorization from the Board to provide food, non-alcoholic beverages and amenities to participants at professional conferences, to staff in-service days and professional meetings as a proper public purpose. These amenities will be kept to a minimum and Library Administration will do their due diligence to find food and beverages that are affordable in nature.

In response to Mr. Corrigan's inquiry, Ms. Krenicky explained that currently the Board has only granted authorization to provide food, non-alcoholic beverages and amenities to the public at Library programs.

Director Thomas explained that for example, if lunches were provided at specific meetings hosted by the Library, those funds would have to come from the Foundation.

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

Resolution Authorizing Purchase of High Resolution Scanner for Cleveland Digital Public Library

Chatham Ewing, Digital Library Strategist, stated that the Digital Public Library desires to purchase an additional high resolution scanner to supplement its current oversized scanner in order to provide additional and expanded services for patrons.

In response to Ms. Butts' inquiry, Mr. Ewing stated that the Atiz Book Scanner which has not been used much, will be traded in so that the Library can take advantage of a discount on the purchase of the new high resolution scanner.

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

Human Resources Committee (Mr. Hairston, Chair)

Present: John Hairston, Chair, Alice Butts, Vice Chair, Thomas Corrigan, Anthony Parker

Absent: None

Mr. Hairston thanked Director Thomas and Lynn Sargi, Chief Talent Officer, for establishing a regularly scheduled meeting with him prior to the Human Resources Committee Meetings. These meetings have proven beneficial as it provides the opportunity to remain updated and discuss issues and items that are reflected on the Human Resources Committee Meeting agenda.

Finally, Mr. Hairston stated that Trustees who are not members of the Human Resources Committee are welcome to attend Human Resources Committee Meetings as well.

Regular Employment Report

Mr. Hairston recommended that Human Resource Committee members read this report in detail as it will appear on the agenda for the Regular Board Meeting on October 24, 2019.

Resolution to Correct Revision to Human Resources Manual

Mr. Hairston stated that at the Regular Board Meeting in September, the Board approved several revisions to the Human Resources Manual. Mr. Hairston asked Lynn Sargi, Chief Talent Officer, to give an overview and explanation for this Resolution.

Ms. Sargi stated that on September 26, 2019 the Board approved revisions to the Human Resources Manual, including a rewritten Section 387, titled “Bereavement Leave”. It was discovered after the Board meeting that Exhibit “K” contained an error in that it failed to state that a non-bargaining unit employee’s bereavement leave shall be deducted from their sick leave balance. If sick leave is not available, bereavement leave shall be deducted from an employee’s vacation leave balance or be unpaid”.

This Resolution requests that this Board approve the corrected version of Bereavement Leave as it will be retroactive to September 27, 2019.

In response to Mr. Hairston’s inquiry, Ms. Sargi stated that specifically, this changes the Bereavement Leave for non-bargaining unit staff and requires them to use sick or vacation leave for bereavement leave. If paid time off is not available, the time off is still provided but will be unpaid. Full-time bargaining and non-bargaining unit staff have not had a pool of time associated with funeral leave; so this will continue for bargaining unit staff but non-bargaining unit staff will now use sick time – perhaps to set the stage for bargaining agreement changes. Management believes the Library’s sick time allowance is quite generous, it is appropriate to utilize sick leave for this type of situation, and it should not cause a burden for staff.

In response to Ms. Rodriguez’ inquiry, Ms. Sargi stated that we would have to negotiate any changes for the bargaining unit employees. Currently, they do not have a pot of time. They just have annual leave that does not come from sick or vacation as it is just paid leave.

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

Mr. Seifullah adjourned the Joint Finance & Human Resources Committee Meeting at 12:29 p.m.