

**MINUTES OF THE BOARD OF TRUSTEES OF THE PUBLIC LIBRARY
OF CINCINNATI AND HAMILTON COUNTY**

Date: February 11, 2014

Meeting: Regular

Place: Board Room - Main Library - 800 Vine Street

REGULAR MEETING

CALL TO ORDER

ROLL CALL

Trustees Present: Mr. Hendon (arrived after roll call), Mrs. LaMacchia, Mr. Moran, Mr. Sittenfeld, Mrs. Trauth, Mr. Wright, and Mr. Zaring

Trustees Absent: None

Present: Kimber L. Fender, Greg Edwards, Mary Bennett-Brown and Molly DeFosse

PUBLIC COMMENTS

None.

ACTION ITEMS

LIBRARY OPERATIONS – FACILITIES COMMITTEE REPORT

FACILITIES PROJECTS

In Mr. Hendon's absence, Ms. Fender reported that:

Meetings in St. Bernard and Reading took place in January to review the plans for the new branch. Library staff and representatives from Champlin Architecture made presentations to the Reading City Council and members of both communities.

Test borings were done at the St. Bernard and Reading sites. The Reading site borings determined that there was "uncontrolled fill" that is not suitable for the branch's

foundation. After a lengthy discussion with Terracon, the company who completed the test borings, THP structural engineers, and Champlin Architecture, it was decided that geopiers were the best and least expensive approach.

The LEED certification process has been initiated by Champlin Architecture for both St. Bernard and Reading.

A variance hearing took place with the City of Cincinnati Zoning Department requesting a reduction in the number of parking spaces required and the substitution of landscaping for fencing along Wentworth Avenue. The city approved the variance requests.

In order to maximize our savings on furniture, including shelving, we have decided to solicit furniture quotes for all three branches separate from the construction bids. We are not required to publicly bid furniture.

Motz Engineering, the engineer for all three buildings, has recommended bidding the geothermal borefields for St. Bernard, Reading, and Clifton as a separate package to get the best pricing. The cost of this work has been deleted from the construction bidding. The bidders will price the work by site, so no change in the budget would be necessary. As estimated for bidding, the St. Bernard/Reading and Clifton projects are up to 5% over budget. It is requested that the Board:

- Approve increasing the combined project budget by up to 5%, \$525,000, if needed when bids are received
- Approve the following bid advertisements for the St. Bernard/Reading branches, Clifton branch and Geothermal Borefields
- Authorize the Library Director to review the bids with the Chair of the Facilities Committee and enter into contracts with the lowest, responsible bidders. If the overall budget exceeds the 5% increase requested above, no action will be taken until the April meeting.

GEOTHERMAL BOREFIELDS

ADVERTISEMENT FOR BIDS

Sealed bids will be received by the Board of Trustees of the Public Library of Cincinnati and Hamilton County at the Third Floor Administrative Offices of the Main Public Library, 800 Vine St., Cincinnati, Ohio 45202, until 12:00 noon, local time, Tuesday, March 4, 2014, for furnishing of labor, materials, equipment, services and supervision necessary to complete the project titled:

GEOTHERMAL BOREFIELDS FOR NEW CLIFTON, READING, AND ST. BERNARD BRANCHES

Proposals shall be in accordance with the Contract Documents prepared by Motz Engineering, 300 West Fourth Street, Suite 300, Cincinnati, OH 45202, phone (513) 621-5400. Bids received after the stated deadline will not be accepted. Bids received by facsimile transmission will not be accepted. Proposals will be publicly opened and read aloud immediately after closing of bids. All interested parties are invited to attend.

Individual lump sum bids for geothermal borefield trade contract are requested. The estimate for these contracts is:

Clifton Branch.....	\$103,000.00
Reading and St. Bernard Branches.....	<u>\$179,200.00</u>
Total	\$282,200.00

The summary of work for these proposals is:

Provide geothermal borefield including all drilling piping, etc. at the new Clifton, Reading, and St. Bernard Branches.

Starting Friday, February 14, 2014, bidders may purchase Contract Documents (full sets only) at the cost of reproduction from ARC Reprographics, 2863 Sharon Road, Cincinnati, Ohio, 45241, (513) 326-2300.

A pre-bid meeting will be held at the Main Library, 800 Vine Street, Cincinnati, Ohio, 45202 on Friday, February 21, 2014, at 1:00 p.m.

Bidders shall submit with their bid a bid guaranty in the form of either (1) a combined bid guaranty and contract bond for the full amount of the bid or (2) a certified check, cashier's check drawn on a solvent bank or irrevocable letter of credit in the sum of ten percent (10%) of the bid amount, including base bid and alternates, as bid security. The bid guaranty shall be in strict compliance with Sections 153.54, 153.57, 153.571, as applicable. The Bidder to whom the contract is awarded will be required to furnish a contract bond in the sum equal to 100% of the proposal.

Bidders shall comply with the Prevailing Rates on public improvements in Hamilton County, Ohio as ascertained and determined by the Ohio Dept of Commerce Bureau of Labor & Worker Safety as provided in Section 4115 of the Revised Code of Ohio.

Submitted bids shall not be withdrawn for a period of sixty days following the date of the bid opening. The Owner will award contracts to the lowest responsible bidders.

The Board of Trustees of the Public Library of Cincinnati and Hamilton County reserves the right to reject any or all bids and to waive informalities in bidding.

By Order of: The Board of Trustees of the Public Library of Cincinnati and Hamilton County, Ohio

This notice is posted on the Public Library of Cincinnati and Hamilton County website and can be found by a link on the home page at: www.cincinnati.library.org.

CLIFTON PROJECT

ADVERTISEMENT FOR BIDS

Sealed bids will be received by the Board of Trustees of the Public Library of Cincinnati and Hamilton County at the Third Floor Administrative Offices of the Main Public Library, 800 Vine Street, Cincinnati, Ohio, 45202, until 12:00 noon, local time, Tuesday, March 4, 2014, for furnishing all labor, materials, equipment, services and supervision necessary to complete the project titled:

THE CLIFTON BRANCH LIBRARY, ADDITION AND RENOVATION
3400 BROOKLINE AVENUE
CINCINNATI, OHIO 45220

Proposals shall be in accordance with the Contract Documents prepared by McClorey & Savage, Architects, Ltd., 5757 Mariemont Avenue, Suite 101, Cincinnati, Ohio 45227, phone (513) 527-8640. Bids received after the stated deadline will not be accepted. Bids by facsimile or e-mail will not be accepted. Proposals will be publicly opened and read aloud immediately after closing of bids. All interested parties are invited to attend.

An individual lump sum bid for trade contract TC-01 is requested. The estimate for the contract is:

TC-01.....	\$2,836,000.00
	Total
	\$2,836,000.00

Starting Friday, February 14, 2014, bidders may purchase Contract Documents (full sets only) at the cost of reproduction from ARC Reprographics, 2863 Sharon Road, Cincinnati, Ohio, 45241, (513) 326-2300.

A pre-bid meeting will be held at 3400 Brookline Avenue, Cincinnati, Ohio, 45220, on Tuesday, February 18, 2014 at 10:00 a.m.

Bidders shall submit with their bid a bid guaranty in the form of either (1) a combined bid guaranty and contract bond for the full amount of the bid or (2) a certified check, cashier's check drawn on a solvent bank or irrevocable letter of credit in the sum of ten (10%) percent of the bid amount, including base bid and alternates, as bid security. The bid guaranty shall be in strict compliance with Sections 153.54, 153.57, 153.571, as applicable. The Bidder to whom the contract is awarded will be required to furnish a contract bond in the sum equal to 100% of the proposal.

Bidders shall comply with the Prevailing Wage Rates on public improvements in Hamilton County, Ohio, as ascertained and determined by the Ohio Department of Commerce Bureau of Labor & Worker Safety as provided in Section 4115 of the Revised Code of Ohio.

Submitted bids shall not be withdrawn for a period of sixty days following the date of the bid opening. The Owner will award contracts to the lowest responsible bidder.

The Board of Trustees of the Public Library of Cincinnati and Hamilton County reserves the right to reject any or all bids and to waive informalities in bidding.

By order of: The Board of Trustees of the Public Library of Cincinnati and Hamilton County, Ohio.

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ST. BERNARD/READING PROJECT

ADVERTISEMENT FOR BIDS

Sealed bids will be received by the Board of Trustees of the Public Library of Cincinnati and Hamilton County at the Third Floor Administrative Offices of the Main Public Library, 800 Vine Street, Cincinnati, Ohio, 45202, until 12:00 noon, local time, Tuesday, March 25, 2014, for furnishing all labor, materials, equipment, services and supervision necessary to complete the project titled:

THE ST. BERNARD/READING BRANCH PROJECT

Proposals shall be in accordance with the Contract Documents prepared by Champlin Architecture, Inc., 424 E. 4th Street, Cincinnati, OH 45202, phone (513) 241-4474. Bids received after the stated deadline will not be accepted. Bids by facsimile or e-mail will not be accepted. Proposals will be publicly opened and read aloud immediately after closing of bids. All interested parties are invited to attend.

The estimates for the contracts are:

TC-01 General Trades	\$1,691,694.00
TC-02 Masonry.....	\$285,807.00
TC-03 Structural and Misc. Metals.....	\$388,316.00
TC-04 Roofing.....	\$307,331.00
TC-05 Glazing and Metal Panels.....	\$621,106.00
TC-06 Drywall and Acoustical Ceiling.....	\$408,883.00
TC-07 Plumbing.....	\$187,003.00
TC-08 HVAC.....	\$661,620.00
TC-09 Electric.....	\$512,558.00
Total	\$5,064,318.00

The summary of work:

St. Bernard

The work consists of the construction of a new 8,000 square foot single story building on .29 acres site on the northeast corner of Vine Street and McClelland Avenue. ADA parking spaces and a loading zone will be accommodated on the east side of the site.

Reading

The work consists of the construction of a new 12,000 square foot single story building on a 3.1 acre site at 8740 Reading Road. A new 40 car parking lot will be located to the north of the building with a drive-thru service window on the east side of the building.

Starting Friday, February 28, 2014, bidders may purchase Contract Documents (full sets only) at the cost of reproduction from ARC Reprographics, 2863 Sharon Road, Cincinnati, Ohio, 45241, (513) 326-2300.

A pre-bid meeting will be held at The Main Library, 800 Vine St., Cincinnati, OH 45202, on Wednesday, March 12, 2014 at 10:00 a.m.

Bidders shall submit with their bid a bid guaranty in the form of either (1) a combined bid guaranty and contract bond for the full amount of the bid or (2) a certified check, cashier's check drawn on a solvent bank or irrevocable letter of credit in the sum of ten (10%) percent of the bid amount, including base bid and alternates, as bid security. The bid guaranty shall be in strict compliance with Sections 153.54, 153.57, 153.571, as applicable. The Bidder to whom the contract is awarded will be required to furnish a contract bond in the sum equal to 100% of the proposal.

Bidders shall comply with the Prevailing Wage Rates on public improvements in Hamilton County, Ohio, as ascertained and determined by the Ohio Department of Commerce Bureau of Labor & Worker Safety as provided in Section 4115 of the Revised Code of Ohio.

Submitted bids shall not be withdrawn for a period of sixty days following the date of the bid opening. The Owner will award contracts to the lowest responsible bidder.

The Board of Trustees of the Public Library of Cincinnati and Hamilton County reserves the right to reject any or all bids and to waive informalities in bidding.

By order of: The Board of Trustees of the Public Library of Cincinnati and Hamilton County, Ohio.

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AVONDALE ADA PROJECT UPDATE

In order to complete all interior work, we are requesting the Board approve closing the branch for up to three weeks. No firm date has been established for the shutdown and re-opening yet, although the project is currently on schedule for completion in mid-April.

Mr. Sittenfeld inquired how the closure would be communicated in advance to customers. Ms. Fender stated that it would be posted on signs throughout the branch as well as on the website. All communication would also include alternate locations.

RESPONSES TO THE REQUEST FOR PROPOSAL

As reported at the December Board Meeting, a Request for Proposal (RFP) to bundle services that are already outsourced under a single contract was developed and distributed to a number of building management companies. Three companies, Building Management Partners, Cassidy Turley, and Viox, submitted responses to the RFP. All of the initial proposals came in higher than what the Library currently pays for the services separately. Additional meetings were held with each company asking them to further refine their proposals, but the revised proposals still came in too high. As a result, we are not moving forward with bundling these services at this time.

SMART SAVER INCENTIVE CHECK RECEIVED

The Library received a check in the amount of \$210,000 from Duke Energy as part of the Smart Saver Incentive program and the recent upgrades associated with Phase II of the Energy Retrofit Project.

Mr. Hendon moved that the Board approve the report as filed. Mr. Moran seconded.

Voting for the motion: Mr. Moran, Mrs. Trauth, Mr. Sittenfeld, Mr. Zaring, Mrs. LaMacchia, Mr. Hendon, and Mr. Wright...7 ayes. The motion carried. (01-2014).

FINANCE & AUDIT COMMITTEE REPORT

Mr. Zaring reported:

AUTHORIZATION TO TRANSFER FUNDS

The 2014 Appropriations established in December 2013 includes \$9 million to be transferred from the General Fund to the Building & Repair Fund. These funds will be used to complete the funding of the capital projects as approved by the Board during 2013. Authorization is requested to transfer those funds during the year as cash flow permits as determined by the Fiscal Officer.

REVISIONS TO THE 2014 ANNUAL APPROPRIATIONS AND ESTIMATED RESOURCES

Authorization is requested to revise *estimated resources* as follows:

LSTA Grant Fund

Intergovernmental Receipts	\$ 132,864.00
Contributions, Gifts, Donations	<u>56,600.00</u>
Net Change in Resources	<u><u>\$ 189,464.00</u></u>

Authorization is requested to revise *appropriations* as follows:

LSTA Grant Fund

Capital Outlay	<u>\$ 189,464.00</u>
Net Change in Appropriations	<u><u>\$ 189,464.00</u></u>

Building & Repair Fund

Capital Outlay	<u>\$ 1,000,000.00</u>
Net Change in Appropriations	<u><u>\$ 1,000,000.00</u></u>

The revisions are necessary to account for the revenue and expenses associated with the Technological Innovation Project Grant and to allow for potential budget increases for the capital projects and unexpected emergency repairs outside of the capital projects.

APPROVAL TO DEDUCT MEMBERSHIP DUES FROM PAYROLL – STAFF ASSOCIATION MEMBERSHIP AND FRIENDS OF THE PUBLIC LIBRARY MEMBERSHIP

We have had inquiries from both Staff Association (\$10 annual dues) and the Friends of the Public Library (\$20 annual dues) to make a one-time annual deduction for membership dues and remit these deductions to each of them. In accordance with the Ohio Revised Code, we need board authorization to make such deductions from payroll. We will also require signed consent from the employee prior to deducting the amount.

Mr. Zaring moved that the Board approve the report as filed. Mrs. LaMacchia seconded.

Voting for the motion: Mr. Moran, Mrs. Trauth, Mr. Sittenfeld, Mr. Zaring, Mrs. LaMacchia, Mr. Hendon, and Mr. Wright...7 ayes. The motion carried. (02-2014).

HUMAN RESOURCES COMMITTEE REPORT

Mrs. Trauth reported:

RETIREMENT POLICY REVISION

This revision corrects a discrepancy between the Retirement and Sick Leave policies by clarifying that the accrued sick leave payout is provided only to full time staff upon retirement. These policies have been reviewed by Robert S Brown. We are also removing from the Sick Leave Policy the Temporary Payout Provision that expired in 2012.

Retirement Policy

Staff members are eligible for normal retirement when they have met any of the age/service thresholds established by the Ohio Public Employees Retirement System.

Retiring staff members will be paid for any unused Paid Time Off (PTO) in a lump sum at their current hourly rate. In addition, full time staff members will be paid for any unused sick leave in excess of 1,440 hours at their current hourly rate.

At their retirement, full-time staff members will be granted one week of pay at their current hourly rate for each five years of full-time service, up to a maximum of four weeks of pay. Should a full-time staff member who meets the age/service thresholds established by the Ohio Public Employees Retirement System die before retirement, this benefit will be paid to the staff member's estate.

Sick Leave Policy

The Library grants paid leave to staff members to cover personal illness, doctor's appointments, and, to a limited extent, family illnesses.

Accrual by Full-Time Staff Members. Sick leave is awarded at the rate of 120 hours per calendar year. Sick leave balances remaining at the end of one year may be carried forward to the next. Sick leave accumulates up to a maximum of 1,920 hours, or 1,680 hours for new employees hired after 12/25/2011.

Accrual by Part-Time Staff Members. Sick leave is awarded to regular part-time staff members working at least 20 hours per week at the rate 60 hours per calendar year. Sick leave balances remaining at the end of one year may be carried forward to the next. Sick leave accumulates up to a maximum of 480 hours.

Part/Full-Time Transfers. Accumulated sick leave balances carry over if a staff member changes between full-time and part-time status.

Sick Leave Usage. Sick leave may be used in 15 minute increments for any physical or mental disability which incapacitates a staff member for work. With supervisor approval, sick leave may be used for

personal medical treatment or for an illness or doctor's appointments in the staff member's immediate family – i.e., father, mother, step-parent, sister, brother, spouse, child, or household resident. A doctor's certificate is required when a staff member is absent from work due to illness for more than 5 consecutive days or as deemed necessary by the staff member's supervisor.

Pay-Out. Full-time staff members who retire from the Library with proper notice shall receive a lump sum payment, at their current rate of pay, for the amount of unused sick leave over 1,440 hours. If a staff member dies in service, this payment will be made to their estate. There is no sick leave payout to any staff member who resigns or is discharged.

PUBLIC RECORDS REQUESTS

To date, we have received 7 records requests from Pat Lance and have fully responded to each of them. The response to the most recent request was prepared by our attorney Robert S Brown.

A public records request was received from Mark Dunham, a former employee in the Acquisition Department. A response was sent on February 3.

ARTSWAVE CAMPAIGN

The ArtsWave Annual Community Campaign will run from February 6 through February 21. Last year, Library staff members contributed a little over \$1,800. This year, our goal is to raise at least \$2,000.

Mrs. Trauth moved that the Board approve the report as filed. Mrs. LaMacchia seconded.

Voting for the motion: Mr. Moran, Mrs. Trauth, Mr. Sittenfeld, Mr. Zaring, Mrs. LaMacchia, Mr. Hendon, and Mr. Wright...7 ayes. The motion carried. **(03-2014)**.

EVA JANE ROMAINE COOMBE DIRECTOR'S REPORT

Ms. Fender reported that:

HIGHLIGHTS 2013

What a tremendous way to celebrate our Library's 160th anniversary!

- Hamilton County voters approved, with an 80% for vote, extending our 1 mill levy for an additional ten years providing some much-needed stability to our funding.
- In May we received the National Medal for Museum and Library Service, the nation's top honor for museums and libraries.
- Then in November the *Library Journal* (LJ) Index 2013, which ranks libraries according to per capita circulation, visits, program attendance, and Internet use

awarded us a five star rating, the highest rating possible. For libraries with budgets of \$30 million or more we ranked second in the country.

- Our circulation was more than 17.8 million making 2013 the busiest year in the Library's history. Our Library was ranked 3rd in circulation among libraries serving a population between 500,000 and 999,999 and 7th overall. The Main Library was once again the busiest in the country and is the 2nd most visited venue in Cincinnati.
- We reached our goal of 500,000 cardholders in May and as of November 30 we have more than 524,000 cardholders. Nearly 90% of households in Hamilton County have at least one Library cardholder.
- We began the largest branch facilities plan in more than 25 years as we moved forward with the construction of two new buildings for St. Bernard and Reading, fulfilling longstanding commitments to replace small, rental or contributed facilities with larger branch libraries. The renovation of the Cox House into a branch to replace the current Clifton rental location also got underway as did an accessibility renovation of the historic Avondale Branch, a Carnegie branch that celebrated its 100th anniversary in 2013. All projects will be paid for without debt and are projected for completion in 2014-15.
- We completed the Phase II energy retrofit project at the Main Library which saves energy and money, a projected \$430,000 annually. As a result of this project, Duke Energy selected the Library for its Power Partner Award to be presented at the February 11 Board Meeting.
- Our Annual Report prepared by Northlich received a bronze award at the recently held Cincinnati Public Relations Society of America Blacksmith Awards Ceremony.
- In April we joined SearchOhio, a statewide consortium of libraries that share resources with one another.
- Finally, our wonderful Friends of the Library received some well-deserved recognition for all their hard work when the Ohio Library Council selected them for the Ohio Friends of Library award for 2012-13. The award was presented at a special luncheon held during the Council's conference in October.

It is an honor and a real pleasure to serve a community that supports its library and uses it so heavily. Thank you to our community, Board and staff for making 2013 an outstanding year.

STRATEGIC PLAN UPDATE

As Highlights 2013 shows, we have made substantial progress on the Strategic Plan initiatives undertaken since November 2012. We are planning a series of staff meetings to identify new initiatives for 2014.

CARDHOLDER SATISFACTION SURVEY RESULTS

In November 2013 we conducted a customer satisfaction survey. There were more than 6,000 survey responses.

- The overall satisfaction rating of 6.3 (out of 7) was the highest of the previous three years.
- The percent of customers who have downloaded an item from the virtual library has increased from 22% in 2010 to 59% in 2013.
- For the first time, more than half the respondents said they prefer to browse online and come in to pick up their items rather than browsing in the Library.
- 47.8% of respondents said their primary use of the Library was borrowing print materials for themselves while 15.8% said it was to download eBooks, movies or music.
- In satisfaction ratings, the two highest ratings were for staff assistance and friendliness of staff, with safety of Library facilities close behind.
- The lowest ratings were for the digital materials collection which is not surprising given the limitations publishers have placed on providing that content to libraries.
- Public computers and other aspects of the collection also scored lower.
- The Library catalog received its highest rating ever at 5.9.

201 new cardholders responded to the new cardholder survey also conducted in November.

- Of these, 40.7% have downloaded an item from the Library and 21.2% cited downloading materials as the primary reason for obtaining a Library card, an increase of 10% since 2011.
- There was a corresponding 8% drop since 2011 in the percent of respondents, 48.1% in 2013, who stated their primary reason for obtaining a Library card was to borrow print materials for themselves.

EBOOKS AS PUBLIC POLICY

Last February I reported to the Board on the refusal of the six largest publishers to sell or license ebooks to public libraries. Since then I have travelled to Washington DC twice, Columbus multiple times, and spoken at conferences about the problem in an effort to convince these publishers to begin licensing their ebooks to libraries. I am happy to report that there has been some improvement.

- Penguin Random House offers a perpetual license of Random House imprints to libraries at 3-4 times hardcover list price. Penguin licenses content for one-year; then titles expire and must be licensed again.
- HarperCollins Publishers offers a license good for 26 circulations; then the copy must be licensed again. Pricing is generally comparable to the hardcover list and often much less.
- Macmillan offers only its backlist at about 1.5 times the cost of hardcover list. The license is good for 2 years or 52 checkouts, whichever comes first.
- Simon & Schuster currently has a pilot with several libraries including ours. The license expires after one-year.
- Hachette Book Group offers a perpetual license for one-copy/one-user. Pricing is three times primary physical book price for one-year then drops to one and half times the primary book price.

Obviously, the varying pricing and licensing models make it difficult to manage ebook collections and materials budgets and some content continues to be unavailable. We will continue to work toward a resolution.

OLC LEGISLATIVE DAY

The Ohio Library Council's (OLC) Legislative Day is scheduled for Wednesday, April 2. Library staff members will meet with each of the 10 legislators representing Hamilton County.

UPCOMING PRESENTATION

At the invitation of John Frank I will be making a general presentation on the Library to a group of realtors on February 12.

WAYCROSS COMMUNITY MEDIA

Since 2002 Waycross Community Media has recorded Board meetings for airing on Waycross and through its website. This has been an invaluable service providing greater transparency of the Library's decisions to the entire community. Waycross has asked that, due to budget cuts, we provide some financial support to allow them to continue providing this service. For a cost of \$1,500 annually, Waycross will continue this service. Certainly, the Library could not provide a recording of the meetings for this price.

LIBRARY FOUNDATION

The Foundation held a fundraiser coinciding with the public lecture by Jessica Fellowes, niece of Julian Fellowes, creator of Downton Abbey series. 28 people attended raising \$2,100 for the Foundation.

The Foundation Board held its quarterly meeting on January 22. At that meeting the Foundation distributed more than \$52,000 to the Library for programs, FINRA grant funds and Caldecott books. At that meeting it was reported that:

- The Foundation has received a \$25,000 grant from the Ohio Valley Foundation to provide the last nine AfterSchool Edge systems and an anonymous \$66,000 donation to fund Summer Reading Camps at seven Library branches.
- The Foundation's Annual Fund total is over \$108,000.
- \$57,000 was transferred to the Foundation endowment which is now at \$3.1 million.
- The annual distribution from the Eva Jane Romaine Coombe gift for naming rights for the Director's position is \$36,204.60 and has already been given to the Library.

FRIENDS OF THE PUBLIC LIBRARY

Proceeds from the Friends Winter Warehouse Sale in January were \$24,845 a sizable drop from last year's total of \$39,000.

The Friends Board of Trustees meeting was held January 24. The Friends approved their fiscal year 2014 budget which includes \$225,000 in Library support. The Friends also announced that memberships are more than 2,000 for the first time in many years.

The next book sale will be at the Harrison Branch Thursday, March 6 through Saturday, March 8.

Mr. Sittenfeld commented that 2014 will be filled with challenges in maintaining the energy of the success of 2013 while completing the building projects.

FISCAL OFFICER'S REPORT

Ms. DeFosse reported that:

RECEIPT OF GOVERNMENT FINANCIAL OFFICERS ASSOCIATION AWARD

The Library's 2012 Comprehensive Annual Financial Report (CAFR) received the Certificate of Achievement for Excellence in Financial Reporting. We have received this award annually since our first CAFR in 1993.

2013 YEAR END SUMMARY

The table below represents the final 2013 available fund balances as was reported to the County in January 2014. The variances from the December 2013 report are the result of overall favorable actual activity as compared to the estimates.

<u>FUND</u>	<u>2013</u> <u>AVAILABLE</u> <u>BALANCE</u>	<u>2014</u> <u>ESTIMATED</u> <u>RESOURCES</u>	<u>2014</u> <u>APPROPRIATION</u>
General Fund	\$ 14,400,000.00	\$ 54,990,000.00	\$ 63,550,000.00
Building & Repair Capital Fund	2,633,864.16	9,000,000.00	8,670,518.00
Special Revenue (4 funds)	508,352.20	90,000.00	273,325.00
Permanent (44 funds)	<u>1,607,166.19</u>	<u>96,485.00</u>	<u>291,000.00</u>
Total	<u>\$ 19,149,382.55</u>	<u>\$ 64,176,485.00</u>	<u>\$ 72,784,843.00</u>

2013 GENERAL FUND BUDGET COMPARED TO ACTUAL

The table below represents the General Fund beginning budget by revenue and expense category as compared to the end of year actual.

The overall revenue was within .5% of the original budget. Tax levy receipts came in slightly ahead of expectations which were partially offset by a decrease in fine and fee revenue. This decrease is the result of the mid-year reductions of DVD fines. Although the revenue is down, circulation has increased as a result of the change.

Expenses came in 5% less than budgeted. This is in large part from realized salary and benefit savings as a result of continued implementation of ongoing cost savings measures and vacant positions, as well as utility savings recognized through the two Energy Retrofit Projects.

	Beginning Budget	Actual	Variance
Revenue			
PLF	36,380,661	36,324,165	(56,496)
Tax Levy	17,484,390	17,911,703	427,313
Fine & Fees	1,855,000	1,488,381	(366,619)
Interest	35,000	48,623	13,623
Services	5,000	5,528	528
Contributions	51,000	107,656	56,656
Miscellaneous	578,949	769,904	190,955
	<u>56,390,000</u>	<u>56,655,960</u>	<u>265,960</u>
Total Revenue			
Expenses			
Salaries	27,073,854	25,991,964	1,081,890
Benefits	8,847,104	7,878,008	969,096
Supplies	1,285,402	1,234,533	50,869
Purchased Services	9,112,677	8,200,166	912,511
Library Materials	8,932,904	8,932,904	-
Capital Outlay	1,128,564	1,002,109	126,455
Other Expenses	330,000	312,000	18,000
Capital Transfer	2,000,000	2,000,000	-
Total Expenses	<u>58,710,505</u>	<u>55,551,684</u>	<u>3,158,821</u>

LIBRARY OPERATIONS – SERVICES COMMITTEE REPORT

Mr. Moran introduced Liz Anderson:

LIZ ANDERSON, READING BRANCH MANAGER

Liz began her career at the Library in 2005 as a part-time Library Services Assistant at the North Central Branch. She completed her MLIS degree from Kent State and became a full-time LSA at North Central in 2011. In 2012 Liz was promoted to Children's Librarian at the Reading Branch and in 2013 was promoted to Branch Manager at Reading. During that year, she received an MVP and the President's Award for her efforts to build partnerships in the community. Before coming to the Library, Liz worked over 20 years as a musician, as well as working in environmental engineering, prison outreach, and college textbook publishing.

Ms. Anderson reported that:

READING COMMUNITY EAGERLY ANTICIPATES A NEW BRANCH

The staff at the branch was happily surprised to hear last winter that plans were being implemented to build a new Reading branch. Since then, branch staff has been communicating to branch visitors and the community in general concerning the announcement and subsequent developments about the new branch. As staff encounters the challenges of the current limited space, we are pleased with our refrain of "this won't be an issue anymore in 18 months". Programs will be able to accommodate more participants, our collection can grow, we'll have self-check and parking, and staff won't have to hold their breath and turn sideways to get out of the workroom. This is truly an exciting time to be working in Reading and we proudly display the architects' renderings throughout the adult side, offering a gallery tour of the building to come. Customers of all ages are taking ownership of "their branch" and are eager to see the construction get under way.

Mr. Sittenfeld inquired as to how branch managers share information with each other. Staff explained that monthly meetings are held for managers, the managers have regular meetings with their regional managers, and technology used as a communication tool.

Mr. Moran reported that:

GED PRACTICE TEST CHANGES

For many years the Library has offered customers the opportunity to take the GED high school equivalency test at select locations. Beginning this year, the GED practice test is now entirely computer-based. Unfortunately, there is currently no institutional pricing or practice testing model in place that allows the Library to offer GED practice tests in the manner we had previously. We are monitoring the situation for options that will allow

the Library to re-institute a GED practice test service that works with the new online testing model.

STREAMING MUSIC SERVICE ADDED

Streaming digital content is a preferred method of listening to music and watching video. We have added a new streaming music service from Freegal, the company that brings us a streaming movie option as well as downloadable songs. Freegal Streaming Music is a high demand addition to our downloadable resources stable which allows our customers 3 hours of music streaming a day. With streaming there is nothing that needs to be returned or that expires and requires deleting.

NEW SYNCHRONIZED CLOCK SYSTEM TO BE INSTALLED

In March, the current clock system, which was installed at the Main Library in the 1970s, will be replaced with a new wifi system that uses digital clocks instead of the current analog. The new system will synchronize time with our network, and allow for the inclusion of branch clocks. Also, the new digital clocks have a viewing distance of more than 200 feet in public areas. As part of this project the location and overall number of clocks were evaluated resulting in a reduction in the number of clocks at Main from 92 to 59.

MOBILE SERVICE TEST BEGINNING AT THE WESTWOOD BRANCH

Building on the success of the Information and Reference Department's usage of mobile devices to provide services at the Main Library, the Westwood Branch is currently piloting a similar project for mobile branch services. Rather than delivering reference and circulation services via a traditional public desk, during designated time periods over the next several weeks Westwood's staff will provide those services using only tablet devices which offer easy access to the Library's ILS and online reference resources. The tablet devices will allow staff to search the catalog and place holds, introduce customers to ebooks, demonstrate use of the mobile app, and perform most basic circulation functions. The success of this pilot project is critically important, since the new mobile service model will be implemented when Clifton, St. Bernard and Reading branches open next year.

Staff explained that Westwood was chosen as a test location because of the size of the branch and the staff resources available.

Mr. Edwards reported:

"DIGITIZATION HUBS" LSTA GRANT AWARDED

The Library, along with The Cleveland Public Library, Columbus Metropolitan Library, and Toledo-Lucas County Public Library, were recently awarded a combined total of \$508,457 in federal LSTA funds from the State Library of Ohio, matched with \$251,964

from OPLIN (Ohio Public Library Information Network) to create a network of coordinated Digitization Hubs. The Digitization Hubs will be regional digitization centers with specialized state-of-the-art technology to digitize and archive, for online access and hardcopy reproduction, rare and culturally significant materials located in their libraries. Once established, the hubs will also serve other libraries, museums, archives, and local communities.

PUBLIC LIBRARY ASSOCIATION CONFERENCE PRESENTATIONS

The Public Library Association Conference (PLA) is the major national conference for public libraries held every other year. This year PLA is being held in Indianapolis. The following staff will be making presentations:

- Chris Holt, Regional Manager, East Region and Lisa Soper, Senior Children's Librarian, Harrison Branch will be presenting *Developing Your Library Card Holder Base*.
- Regional Manager, System Wide Services, Holbrook Sample will be a co-presenter in *Rejuvenating Technical Services: Finding a Clear Course in a New Materials Flow*.

Mr. Moran reported that:

Programs and Exhibits of Note

ARTSWAVE SAMPLER

On Saturday, March 15, the Main Library will host a variety of performances as part of ArtsWave's Macy's Arts Sampler Weekend. Performers will include Melodic Connections, Dave Hawkins, Clark and Jones Trio, Ron Esposito and the CCM High School Jazz Combo.

ST. PATRICK'S DAY

The Main Library will host its 32nd Annual St. Patrick's Day Celebration on March 17 at 11:45 in the Main Library's Reading Garden Lounge. This year's program will feature Celtic music by Foley Road and a performance by the award-winning McGing Irish Dancers.

OHIOANA 2014: CONNECTING READERS WITH HAMILTON COUNTY WRITERS

The 2014 Ohioana celebration, recognizing Hamilton County authors, will be held on Sunday, April 6. This year's theme will be "A Writer's Life." A panel of local authors will discuss their lives and work and all recognized authors will also have the opportunity to promote their featured books.

TEEN POETRY CONTEST

As part of National Poetry Month, the Library will host its 12th annual Teen Poetry Contest in April. Elementz Urban Arts Center will be again partner to provide programs for teens at the TeenSpot and selected branches on poetry writing and on poetry as a performance art.

REVIVED ITALIAN ARCHITECTURE: FROM CLASSICAL INSPIRATION TO MODERNITY

Revived Italian Architecture: From Classical Inspiration to Modernity will be on display in the Joseph S. Stern, Jr. Cincinnati Room until April 30. Explore the world of Italian architecture through a display drawn from the Library's collection of Renaissance through 19th century rare books. The photographs of local buildings feature Italianate architecture in Cincinnati, and neighboring cities of Newport and Covington.

CINCINNATI PUBLIC SCHOOLS CITY WIDE ART EXHIBITION

Visit the Main Library to view works by some of the city's most talented young artists. The Cincinnati Public Schools City Wide Art Exhibition showcases artwork, including drawings, paintings, sculptures and photographs, from Cincinnati Public School students in kindergarten through 12th grade. The exhibit is co-sponsored by the Cincinnati Public Schools and will be on display in the atrium from March 1 – April 20.

CANSTRUCTION

The Library is once again partnering with CANstruction, a global anti-hunger project, where teams of architects, engineers and construction professionals create sculptures built entirely out of canned food to compete for local and national awards. The food is later donated to the FreeStore FoodBank. Teams will erect entries for the CANstruction 2014 event in the atrium on March 5. The sculptures will remain on view through March 23.

CONSENT AGENDA ITEMS

Mr. Wright presented the following items for approval:

- Minutes of the Annual Meeting held December 10, 2013.
- Minutes of the Regular Meeting held December 10, 2013.
- Investment Report (summary of invested balances) as of December 31, 2013 and January 31, 2014.

	Amount As of 12/31/2013	Amount As of 01/31/2014
<u>Operating Account</u>		
General Fund	\$17,698,825.74	\$16,534,433.09
Insurance/Indemnification	230,000.00	230,000.00
Special Revenue Funds	359,921.34	386,203.55
Building and Repair	6,101,508.91	5,773,964.78
Permanent Trust Funds	1,615,405.63	1,619,395.30
	<u>\$26,005,661.62</u>	<u>\$24,543,996.72</u>
STAR Ohio		
Building and Repair	1,046,697.53	1,046,713.72
Managed Investments (Trust Funds):		
Permanent Trust Funds	\$6,733,132.00	\$6,733,132.00
	<u>\$6,733,132.00</u>	<u>\$6,733,132.00</u>
GRAND TOTAL	<u>\$33,785,491.15</u>	<u>\$32,323,842.44</u>

- Monthly Financial Reports – for the periods ending December 31, 2013 and January 31, 2014.
- Personnel Change Report reflects changes through February 1, 2014.

Action	Agency	Position Title	FTE	Employee Name
APPOINTMENT	AVONDALE BRANCH	HOMEWORK AIDE	0.30	SMITH, SERENE S
APPOINTMENT	AVONDALE BRANCH	LIBRARY SERVICES ASSISTANT	0.50	ONONYE, UCHENNA
APPOINTMENT	BOND HILL BRANCH	BRANCH MANAGER	1.00	DAVIS, MELISSA W
APPOINTMENT	CATALOGING & PROCESSING	LINE ASST PHYSICAL PROCESSING	0.50	SHIP, DANIELLE
APPOINTMENT	CHEVIOT BRANCH	CHILDREN'S LIBRARIAN	1.00	THOMPSON, KIMBERLY
APPOINTMENT	CHILDREN'S LEARNING CENTER	SENIOR LIBRARY SRVS ASSISTANT	0.50	HERBERS, EDWARD C
APPOINTMENT	CIRCULATION SERVICES	LIBRARY SERVICES ASSISTANT	0.50	KERN, LORENZO M
APPOINTMENT	CIRCULATION SERVICES	LIBRARY SERVICES ASSISTANT	0.50	STIVERS, JEFFREY D
APPOINTMENT	CIRCULATION SERVICES	LIBRARY SERVICES ASSISTANT	0.50	POWELL, SAMANTHA A
APPOINTMENT	COLLEGE HILL BRANCH	HOMEWORK AIDE	0.30	MARSHALL, SAPPHIRE
APPOINTMENT	COLLEGE HILL BRANCH	STUDENT SHELVER	0.30	PENN, DIAMOND
APPOINTMENT	CORRYVILLE BRANCH	SENIOR LIBRARY SRVS ASSISTANT	0.50	EARLE, MARY J
APPOINTMENT	DELHI TOWNSHIP BRANCH	LIBRARY SERVICES ASSISTANT	0.50	MUENCHEN, LINDA
APPOINTMENT	FOREST PARK BRANCH	TEEN LIBRARIAN	1.00	HOWISON, SARAH K
APPOINTMENT	GROESBECK BRANCH	STUDENT SHELVER	0.30	BUBENHOFER, SHANNON R
APPOINTMENT	HARRISON BRANCH	STUDENT SHELVER	0.30	ASHLEY, KAYLA R

APPOINTMENT	HYDE PARK BRANCH	LIBRARY SERVICES ASSISTANT	0.50	LAWRENCE, JULIA M
APPOINTMENT	INFORMATION & REFERENCE DEPT	REFERENCE LIBRARIAN	1.00	MOOSBRUGGER, THOMAS A
APPOINTMENT	INFORMATION & REFERENCE DEPT	SENIOR LIBRARY SRVS ASSISTANT	0.50	PALMER, BRITTANY L
APPOINTMENT	INFORMATION & REFERENCE DEPT	SENIOR LIBRARY SRVS ASSISTANT	0.50	MEYER, TRACY L
APPOINTMENT	LOVELAND BRANCH	LIBRARY SERVICES ASSISTANT	0.50	HINKLE, TONIA M
APPOINTMENT	LOVELAND BRANCH	STUDENT SHELVER	0.30	HAINS, LAUREN A
APPOINTMENT	MADEIRA BRANCH	STUDENT SHELVER	0.30	WILLIS, BRANDON L
APPOINTMENT	MARKETING	SOCIAL MEDIA SPECIALIST	1.00	BAKER, ADAM G
APPOINTMENT	MARKETING	WEB DEVELOPER	1.00	WOOD, KYE B
APPOINTMENT	NORTH CENTRAL BRANCH	HOMEWORK AIDE	0.30	VANDERNAALD, LEWIS J
APPOINTMENT	PLEASANT RIDGE BRANCH	LIBRARY SERVICES ASSISTANT	0.50	BACK, RYAN
APPOINTMENT	PRICE HILL BRANCH	HOMEWORK AIDE	0.30	MIRANDILLA, AMANDA A
APPOINTMENT	SYMMES TOWNSHIP BRANCH	LIBRARY SERVICES ASSISTANT	0.50	FLORY, ANNA M
APPOINTMENT	SYMMES TOWNSHIP BRANCH	LIBRARY SERVICES ASSISTANT	0.50	MILLER, DANIEL P
APPOINTMENT	SYMMES TOWNSHIP BRANCH	STUDENT SHELVER	0.30	HARTKEMEIER, STEPHEN F
APPOINTMENT	WALNUT HILLS BRANCH	CHILDREN'S LIBRARIAN	1.00	LUMETTA, SAMANTHA G
APPOINTMENT	WALNUT HILLS BRANCH	LIBRARY SERVICES ASSISTANT	0.50	PRESLEY, SONDR A
APPOINTMENT	WESTWOOD BRANCH	STUDENT SHELVER	0.35	SPETZ, MADELINE R
APPOINTMENT	WYOMING BRANCH	STUDENT SHELVER	0.30	PRICE, BRIANA
APPOINTMENT	CHILDREN'S LEARNING CENTER	SENIOR LIBRARY SRVS ASSISTANT	0.50	PATRICK, SUSAN
APPOINTMENT	CIRCULATION SERVICES	LIBRARY SERVICES ASSISTANT	0.50	KEELER, KAROLYN
APPOINTMENT	CIRCULATION SERVICES	LIBRARY SERVICES ASSISTANT	0.50	RILEY, BRIAN J
APPOINTMENT	SYMMES TOWNSHIP BRANCH	LIBRARY SERVICES ASSISTANT	0.50	KEMPLE, CASSANDRA A
CHANGE	INFORMATION & REFERENCE DEPT	SENIOR LIBRARY SRVS ASSISTANT	0.60	CODE, AMY J
CHANGE	SORTING & MATERIALS RETRIEVAL	PAGE	1.00	GABEL, CHARLES
CHANGE	SYMMES TOWNSHIP BRANCH	LIBRARY SERVICES ASSISTANT	0.60	FRANKS, GERALDINE M.
CHANGE	SYMMES TOWNSHIP BRANCH	LIBRARY SERVICES ASSISTANT	0.60	LEE-MOUNTEL, ESTEE S.
CHANGE	BLUE ASH BRANCH	LIBRARY SERVICES ASSISTANT	0.50	RECHNITZER, CLAIRE
CHANGE	GROESBECK BRANCH	LIBRARY SERVICES ASSISTANT	1.00	KENNEDY, LAURA M.
CHANGE	NORTH CENTRAL	LIBRARY SERVICES	0.50	WARD, ADAM C.

	BRANCH	ASSISTANT		
CHANGE	OUTREACH SERVICES	CHILDREN'S LIBRARIAN	1.00	BONAPFEL, LORIE
CHANGE	OUTREACH SERVICES	SENIOR LIBRARY SRVS ASSISTANT	1.00	MARTIN, SUSIE D.
CHANGE	VIRTUAL INFORMATION CENTER	LIBRARY SERVICES ASSISTANT	1.00	SALYERS, KRYSTINE H
CHANGE	VIRTUAL INFORMATION CENTER	LIBRARY SERVICES ASSISTANT	1.00	LEJA, MARK
CHANGE	WALNUT HILLS BRANCH	LIBRARY SERVICES ASSISTANT	0.50	JACOBS, ALLISON
CHANGE	FACILITIES HELP DESK	FACILITIES HELP DESK ASS'T	1.00	CURTIS JR., STEPHEN J.
CHANGE	FACILITY OPERATIONS	FACILITY OPERATIONS MANAGER	1.00	GERREIN, JEFFREY A.
DEMOTION	SORTING & MATERIALS RETRIEVAL	SORTER	0.50	MARTIN-RUSH, JANET L.
DEPARTURE	CATALOGING & PROCESSING	PROCESSING TEAM LEAD	1.00	SIERSCHULA, AMY R.
DEPARTURE	CHILDREN'S LEARNING CENTER	SENIOR LIBRARY SRVS ASSISTANT	0.50	PATRICK, SUSAN
DEPARTURE	CORRYVILLE BRANCH	SENIOR LIBRARY SRVS ASSISTANT	0.50	EARLE, MARY J
DEPARTURE	GROESBECK BRANCH	STUDENT SHELVER	0.30	FLOYD, AKAYLA R.
DEPARTURE	HARRISON BRANCH	STUDENT SHELVER	0.30	ROSE, SARAH J.
DEPARTURE	INFORMATION & REFERENCE	SENIOR LIBRARY SRVS ASSISTANT	0.60	HOYING, KATHERINE A.
DEPARTURE	INFORMATION & REFERENCE	SHELVER	0.50	BROWN, ADAM M.
DEPARTURE	MARKETING DEPARTMENT	GRAPHICS/VIDEO SPECIALIST	1.00	VOSE, KAYLEE D.
DEPARTURE	MIAMI TOWNSHIP	LIBRARY SERVICES ASSISTANT	0.50	LACHER, AMANDA
DEPARTURE	MONFORT HEIGHTS BRANCH	STUDENT SHELVER	0.25	DIERSING, DANIELLE N
DEPARTURE	POPULAR LIBRARY	STUDENT SHELVER	0.25	JETT, ARLANDRA L.
DEPARTURE	SORTING & MATERIAL RETRIEVAL	PAGE	0.50	MOORE, KELSEY E.
DEPARTURE	VIRTUAL INFORMATION CENTER	SENIOR LIBRARY SRVS ASSISTANT	1.00	HARRIS, DARRYL L.
DEPARTURE	CATALOGING & PROCESSING	CATALOGING ASS'T	1.00	LEE, HARRIET
DEPARTURE	CIRCULATION SERVICES	OFFICE CLERK	1.00	COLLINS, SHEILA L
DEPARTURE	FOREST PARK BRANCH	TEEN LIBRARIAN	1.00	MEIGHEN, MARTIN
DEPARTURE	GREEN TOWNSHIP BRANCH	REFERENCE LIBRARIAN	1.00	HUNT, MARYA M
DEPARTURE	INFORMATION & REFERENCE	REFERENCE LIBRARIAN	1.00	BRENNER, JANE F
DEPARTURE	MARIEMONT	LIBRARY SERVICES	0.50	SELICKMAN,

	BRANCH	ASSISTANT		ELIZABETH L.
DEPARTURE	MT HEALTHY BRANCH	BRANCH MANAGER	1.00	BARKLEY, DONNA J
DEPARTURE	OUTREACH SERVICES	CHILDREN'S LIBRARIAN	1.00	GROVE, SHEILA K
DEPARTURE	SERVICE OPERATIONS	LIBRARY SERVICES FLOATER	1.00	PUTTMAN, MARK A
PROMOTION	CATALOGING & PROCESSING	PROCESSING LINE TEAM LEAD	1.00	BRUEGGEMANN, ERIK
PROMOTION	COLLEGE HILL BRANCH	SENIOR LIBRARY SRVS ASSISTANT	1.00	JONES, ARNISHA L.
PROMOTION	CORRYVILLE BRANCH	SENIOR LIBRARY SRVS ASSISTANT	0.50	IMWALLE, DANIEL K.
PROMOTION	GREEN TOWNSHIP BRANCH	REFERENCE LIBRARIAN	1.00	WOOD, JENNIFER L.
PROMOTION	GROESBECK BRANCH	SENIOR LIBRARY SRVS ASSISTANT	1.00	MEYER, JENIFER
PROMOTION	HARRISON BRANCH	LIBRARY SERVICES ASSISTANT	0.50	BLAIR, KELLY J.
PROMOTION	INFORMATION & REFERENCE DEPT	REFERENCE LIBRARIAN	1.00	JACKSON, HOLLY A
PROMOTION	MARIEMONT BRANCH	LIBRARY SERVICES ASSISTANT	0.50	SEMPSTROT, NATHANIEL A
PROMOTION	OUTREACH SERVICES	OUTREACH SERVICES MANAGER	1.00	PEARSON, DREW D
PROMOTION	SHIPPING & RECEIVING	SHIPPING & RECEIVING MANAGER	1.00	TODD, MATTHEW A
PROMOTION	SYMMES TOWNSHIP BRANCH	SENIOR LIBRARY SRVS ASSISTANT	1.00	SCHNIEBER, BRENDAN R.
PROMOTION	TECHCENTER	SENIOR LIBRARY SRVS ASSISTANT	0.50	ANDERSON, KOURTNESHA KANEE

- Statistical Report for January 2014.
- Top Ten Circulating Report for January 2014.

Mr. Hendon moved that the Board approve the report as filed. Mrs. LaMacchia seconded.

Voting for the motion: Mr. Moran (except pass on investments), Mrs. Trauth, Mr. Sittenfeld, Mr. Zaring, Mrs. LaMacchia, Mr. Hendon and Mr. Wright)...7 ayes. The motion carried. (04-2014).

Duke Energy Power Partner Award

At the Board's Regular Meeting, representatives from Duke Energy were in attendance to present the Power Partner Award to the Library. Those in attendance from Duke Energy included Michelle Kolb, Account Executive for the Library's account, Joni Davis, Vice President, Large Account Management for Duke Energy's Regulated Utilities Operations, Jim Henning, State President Ohio and Kentucky. Michael Pahutski, Director

Large Account Management Ohio and Kentucky, Marvin Blade, Government and Community Relations, Maryanne McGowan, Segment Manager and Ken Muth, Program Manager.

Ms. Davis and Mr. Henning presented awards to Board President Ross Wright on behalf of the Library. Trustees Bill Moran and Bob Hendon received replicas of the award in acknowledgment of their role in the project as President of the Board and Chair of the Library Operations – Facilities Committee and Library staff members Kim Fender, Greg Edwards and Jeff Gerrein also received replica awards.

The Regular Meeting was then adjourned.

President

Attest: Secretary