

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

Date: March 9, 2010

Meeting: Regular

Place: Board Room - Main Library - 800 Vine Street

**REGULAR MEETING**

**ROLL CALL**

Trustees Present: Mrs. Gettler, Mrs. Khoury, Mrs. LaMacchia,  
Mr. Moran, Mr. Sittenfeld and Mr. Wright

Trustees Absent: Mr. Hendon

Present: Kimber L. Fender, Greg Edwards,  
Raymond Hils and Patricia Schoettker

**PUBLIC COMMENTS**

None.

**MINUTES OF THE REGULAR MEETING HELD TUESDAY, FEBRUARY 9, 2010**

Mr. Moran moved that the Minutes of the Regular Meeting held Tuesday, February 9, 2010 be approved as submitted. Mr. Sittenfeld seconded.

Voting for the motion: Mrs. Gettler, Mrs. LaMacchia, Mr. Moran, Mr. Sittenfeld, Mr. Wright and Mrs. Khoury ... 6 ayes. The motion carried. (20-2010)

**EXECUTIVE DIRECTOR'S REPORT**

**Staff Service Recognition Program**

Ms. Fender reported that the annual Staff Service Recognition Program was held that morning at the Main Library. Board President Tara Khoury presented the Rookie of the Year Award to Graphic Artist Jen Kawanari and, with Joe and Noel Dehner, President's Awards and Bunny Dehner Prizes to Internet Site Coordinator Sandy Bolek and Reference Librarian Carrie Dressman.

### Knowledge Never Ends at Your Library

Ms. Fender presented the Library's 2009 Report to the Community entitled *Knowledge Never Ends at Your Public Library*. The Report, which was designed and printed in house, is available on the Library's website and copies will be sent to legislators and other community leaders.

Ms. Fender reported that:

### Jason Buydos - OLC Conference Presentation

- Jason Buydos, Technical Services Director, will present "Integrating Ourselves within the Community through Digitization" at Ohio Library Council's "Think Ahead. Think Opportunity." conference on March 31. Jason will tell other libraries how he has used the Library's digitization program to build community partnerships, grow the Library's online collection and generate revenue.

### Main Library Security

- the *Cincinnati Enquirer* article on February 15<sup>th</sup> about crime at the Main Library was prompted by a press release from the Service Employees International Union (SEIU) that represents 125 Library employees. Ms. Fender requested copies of the Hamilton County Sheriff's reports for all 259 arrests made in 2009 and found that 247, or 95%, were for non-violent behaviors including criminal trespassing, truancy, disorderly conduct, theft, possession of marijuana or drugs, open container law violations and public indecency. The remaining 12 arrests were for menacing, assault and resisting arrest. As a matter of comparison, the Main Library had 1.4 million visits in 2009. Also, although 800 Vine Street was the arresting address, the behavior leading to the arrest could have occurred on the street outside the Library.

Public libraries must allow public access but our Standards of Library Behavior allow us, with the support of Hamilton County Sheriff's Deputies, to remove or arrest members of the public when they behave in a way that is inappropriate or dangerous to others using or working at the Library. We continue to work on anticipating and preventing behaviors that result in arrest and on keeping the Main Library a safe place to work and visit.

### Connect Ohio/State Library of Ohio Grant

- Ms. Fender presented the Board with an opportunity to participate in a joint grant application being submitted by Connect Ohio, a non-profit public/private partnership established by the Strickland administration and the State Library of Ohio. The grant would provide funds for (1) the purchase of computer equipment for public use and (2) computer skills training for the public. To participate, the Library must commit matching funds in three ways:
  - Match grant funds of \$475 per computer with at least \$125. At current prices, we would need to provide \$325 per computer. She proposed purchasing 622 computers for 20 branches.
  - Provide in-kind training. She proposed 1 additional hour of training each week at every branch and 5 additional hours each week at the Main Library over the two-year grant period – 4,860 new hours of training.
  - Contribute one-third of the cost of public awareness of training and equipment for our region of the State.

She anticipates contributions and grant receipts as follows:

<b>Grant Component</b>	<b>Library Match</b>	<b>Grant Funds</b>
622 computers	202,150	295,450
Training (net)		93,600
Promotion	30,292	
<b>TOTAL</b>	<b>\$ 232,442</b>	<b>\$ 389,050</b>

Board approval of the following resolution is required to be included in the grant application.

Resolved:

WHEREAS the Public Library of Cincinnati and Hamilton County currently is in need of desktop computers at 21 of its locations to meet the public demand;

WHEREAS the Public Library of Cincinnati and Hamilton County acknowledges the public need for broadband training, support and awareness in order to promote and ensure sustained adoption of broadband services;

WHEREAS Public Library of Cincinnati and Hamilton County wishes to participate in a statewide grant application for the Department of Commerce's National Telecommunications Information Administration (NTIA) Broadband Technology Opportunities Program (BTOP) funds for 622 desktop computers;

WHEREAS the Public Library of Cincinnati and Hamilton County will providing matching funds of at least \$125 each, for up to 622 computers granted to the State Library of Ohio's *Public Access through Libraries project* for a total cost of at least \$77,750;

WHEREAS the Public Library of Cincinnati and Hamilton County wishes to participate in a statewide grant application for the Department of Commerce's National Telecommunications Information Administration (NTIA) Broadband Technology Opportunities Program (BTOP) funds for sustainable adoption of broadband through training, support services, and public awareness;

WHEREAS the Public Library of Cincinnati and Hamilton County will provide matching funds of \$30,292 for public awareness and up to \$63,180 for the provision of training (funded through training reimbursements) to support Connect Ohio's *Public Adoption through Libraries project*;

NOW, THEREFORE, BE IT RESOLVED the Board of Trustees of the Public Library of Cincinnati and Hamilton County is in full support of the State Library's grant application and the complementary application submitted by Connect Ohio.

IBM KidSmart Early Learning Program

- The centerpiece of IBM's KidSmart Early Learning Program, which provides equipment and software to schools and libraries, is the Young Explorer™, a computer housed in brightly colored, child-friendly Little Tikes™ furniture, equipped with award-winning educational software. The KidSmart grant program encourages an early love for learning that helps prepare children for success in school.

Application for the grant is by invitation only to organizations that have demonstrated success in the field of early childhood education. We are requesting the minimum allowed – 50 units, a value of \$130,000. Matching funds are not required.

Ohio State University – Consumer Health Award Application

- our Library has been invited to participate in a consumer health award application submitted to the National Network of Libraries of Medicine/Midwest Region. The grant, "*Multiple Language Resources for Vulnerable Health Consumers Served by Ohio's Public Libraries*" is a

collaborative project between the Ohio State University (OSU) Prior Health Sciences Library, OSU Department of Patient Education, and Ohio's largest public libraries. The project would expand access to foreign language consumer health resources *Health Info Translations* and *Medline Plus* to our library staff and visitors. If the award is received, OSU would provide training, support and resources to participating libraries. We would provide training and webinars to library participants in each system.

#### COAST Public Record Requests

- COAST, the Coalition Opposed to Additional Spending and Taxes, submitted two public records requests to the Library. The first requested the email list compiled and used to promote the Library levy. Since the Library did not compile an email list to promote the levy, we responded that the Library had no records responsive to the request.

The second request demanded the email addresses of all Library cardholders. In accordance with advice from the Hamilton County Prosecuting Attorney's Office, we replied that these records are not considered public records under Ohio law and, in fact, Ohio law requires that these records be kept confidential.

#### Ohioana Book Festival

- the Ohioana Library Association, a non-profit, State agency formed to collect, preserve and promote the written word of Ohio's writers, artists and musicians, has for the past three years hosted a book festival featuring Ohio writers. Our Library will again participate in the Festival to be held at the State Library of Ohio on Saturday, May 8, by assisting with Festival programs and authors. Featured authors include three with ties to Cincinnati – Jennifer Chiaverini, Nikki Giovanni and Andrew Hudgins.

#### Library Polling Places

- the Hamilton County Board of Elections has requested use of the following libraries for primary, general and special elections in 2010: College Hill, Corryville, Covedale, Green Township, Harrison, Hyde Park, Madeira, Mariemont, Monfort Heights, Northside, Symmes Township, Westwood, and Main Library.

#### Cincinnati Recreation Commission – Opening Day Parade

- the Library and the Cincinnati Recreation Commission (CRC) will team up in the Findlay Market Opening Day Parade on Monday, April 5. Library and CRC staff, along with Rufus the Reading Dog, will carry a banner and signs highlighting both organizations.

#### People Counters

- The Main Library has entrance gate counters but our branch libraries do a twice-year sampling count to estimate the annual number of visits to each location – a method we believe has resulted in significant undercounting. Therefore, wireless counters have been purchased that will not only provide an accurate count but also provide data by time of day so we can more effectively determine optimal staffing and hours of operation.

#### Search for New State Librarian

- Jo Budler, State Librarian of Ohio, announced her resignation in late January to assume the position of State Librarian in Kansas. The five members of the State Library of Ohio Board of Directors are conducting a search for a new State Librarian; the window for applications closed in

early February. Our primary interaction with the State Library of Ohio is as a recipient of Library Services and Technology Act grants and the Gates computer equipment grant.

Mr. Moran moved that the Executive Director's Report be approved as submitted, including approval of the resolution for the Connect Ohio grant application. Mr. Sittenfeld seconded.

Voting for the motion: Mrs. Gettler, Mrs. LaMacchia, Mr. Moran, Mr. Sittenfeld, Mr. Wright and Mrs. Khoury ... 6 ayes. The motion carried. (21-2010)

## **LIBRARY SERVICES AND ADMINISTRATION COMMITTEE REPORTS**

### **LIBRARY SERVICES**

Mrs. LaMacchia introduced Chris Holt, manager of the Sharonville Branch.

#### Sharonville Branch

Chris Holt reported that the Sharonville Branch has experienced a 20% increase in circulation during the years 2005-2009, and for the first time circulation broke the half a million mark in 2009. The staff focuses on delivering proactive customer service, strong marketing of the collection through inventive displays, and providing a variety of programming for all ages.

Mrs. LaMacchia reported that:

#### Digital Signage

- digital signage is a commercial grade flat screen TV monitor connected to hardware and software, installed in a high traffic area to market books and materials, programs, special events and Library news. This signage will be installed at eight branches (Bond Hill, Delhi, Symmes, Harrison, Groesbeck, Sharonville, Madeira, and Blue Ash) and the Main Library beginning this spring, replacing most of the current paper signage. Digital signage is being purchased with I-Net funds.

#### Literature Criticism Online

- in February, *Literature Criticism Online* went live. This important research tool includes ten award-winning, multi-volume reference sources in one cross-searchable database, provides over 200,000 hard-to-find essays on authors and their works and provides content on more than 600 diverse topics of literary interest. The online product is easy to use, cost-effective and is available to Main, branch and remote users.

#### PLA Conference Presentations

- at the Public Library Association (PLA) National Conference in Portland, Oregon in late March, six Library Services staff will make presentations:
  - *The Data-Driven Library* – Greg Edwards, Library Services Director, and Paula Brehm-Heeger, Central Region Manager
  - *What Teens Are Really Reading: Quick and Popular Titles to Entice Teens* – Paula Brehm-Heeger
  - *All Aboard the Early Learning Express* – Lisa Hamrick, Children's Learning Center Manager, and Kathy Scahill, Literacy and Homework Support Manager

- *Sharing our Treasures with the World* - Pat Van Skaik, Genealogy & Local History Manager

### Phase II Self-Check Installation

- the installation of self-checks at 16 additional branches began with Clifton on February 25 and is scheduled for Loveland, Monfort Heights, Hyde Park, Wyoming, Covedale, Mariemont, Westwood, Mt. Washington, Oakley, Deer Park, Forest Park, Cheviot, Norwood, Pleasant Ridge, and Mt. Healthy.

### Programs and Exhibits of Note

- the following programs and exhibits are planned:
  - *Hunger Games Day: Read It, Play It, Survive It* – March 20
  - *Europe Through the Back Door with Rick Steves* – March 27
  - *Consumer Protection Week* – the week of March 7
  - *Annual St. Patrick's Day Celebration* – March 17
  - *Adult Education Fair* – April 7
  - *Cincinnati Public Schools City Wide Art Exhibition* – March 12 – May 2
  - *The Wonderful World of Pop-Ups: From the Collection of Carolyn S. Hughes* – April 5 – end of June
  - *Paper engineer (pop-up books) Bruce Foster* – April 11

### Library Usage

- weather impacted usage in February with circulation dropping 4.7% and programming attendance down as well. The Library closed at 3:00 pm on February 16 and the inclement weather impacted foot traffic at all locations for much of that week.
- the top circulating items and statistical reports for the month of February 2010 were submitted.

## **ADMINISTRATION**

### Personnel Changes

Mrs. LaMacchia recommended that the Board approve the following personnel changes effective through March 6, 2010:

<b>ACTION</b>	<b>AGENCY</b>	<b>POSITION TITLE</b>	<b>FTE</b>	<b>EMPLOYEE NAME</b>	<b>EFFECTIVE DATE</b>
Retirement	Delhi Township	Branch Manager III	1.00	Hamrick, Susan J.	02/28/10
Retirement	Greenhills	Branch Manager I	1.00	Ribar, Lisa N.	02/28/10
Promotion	Popular Library	LSA II	1.00	Hennika, Elizabeth A.	02/07/10
Promotion	Oakley	LSA I	0.50	Kleesattel, David G.	02/07/10
Appointment	Hyde Park	Student Shelver	0.25	Barrier, Katherine M.	02/21/10
Appointment	Mariemont	LSA I	0.50	Connair, Janice A.	02/07/10
Appointment	Hyde Park	Student Shelver	0.25	Dent, Laura A.	02/21/10
Appointment	Madeira	Student Shelver	0.30	Flannery, Maxwell J.	02/07/10
Appointment	Teenspot	LSA II	0.50	Frondorf, Corinne E.	02/21/10
Appointment	Literacy & Homework Support	LSA II	0.60	Hartig, Matthew D.	02/07/10
Appointment	Symmes Township	LSA I	0.50	Nye, Melissa C.	02/07/10
Appointment	Public Relations	Graphic Designer	1.00	Place, Alison L.	02/21/10
Appointment	Harrison	Student Shelver	0.30	Rose, Sarah J.	02/07/10

ACTION	AGENCY	POSITION TITLE	FTE	EMPLOYEE NAME	EFFECTIVE DATE
Appointment	Symmestown Township	LSA I	0.50	Singleton, Brooke M.	02/07/10
Appointment	Mt. Washington	LSA I	0.50	Williams, Amanda M.	02/21/10
Appointment	Circulation Services	LSA I	0.50	Wilson, Zachary V.	02/07/10
Appointment	Materials Retrieval	Page	0.50	Zlatkin, Aaron L.	02/21/10
Change	Monfort Heights	LSA I	1.00	Brannin, Alder M.	02/21/10
Change	Anderson	Branch Manager III	1.00	Greifenkamp, Katherine	02/21/10
Change	Circulation Services	LSA I	1.00	Heim, Mona L.	02/07/10
Change	Technical Services	Materials Scan Operator	1.00	O'Grady, Ryan M.	02/07/10
Change	Technical Services	Materials Scan Operator	1.00	Whitt, Megan N.	02/07/10
Departure	Popular Library	Shelver	0.50	Osborn, Jodi L.	02/06/10
Departure	Covedale	Student Shelver	0.25	Burns, Thomas J.	02/13/10

Mrs. LaMacchia also reported that:

SEIU 1199- Unfair Labor Practice Charge Dismissal

- on November 2, 2009, the Union charged that the Library's Motion to Stay Negotiations until the Decertification Election violated an alleged agreement with Kim Fender to begin negotiations after the Levy vote. On February 9, 2010, the State Employment Relations Board (SERB) dismissed the Unfair Labor Practice Charge pursuant to ORC 4117.11. After investigation, the Board found no probable cause existed to support the charge. Information gathered during the investigation revealed that the SEIU's information did not rise to a statutory violation.

SEIU 1199 – Decertification Election

- on February 23, Mary E. Bennett-Brown and Robert S Brown participated in a telephone conference with SERB outlining decertification election procedures. Present on the conference call were Library staff members Jane Rosenfeld and Debbie Brown, SEIU Organizer Mark Turpin and two other SEIU representatives.

SERB will conduct the representation election via mail ballot from March 16 through March 29, 2010. Three days prior to beginning the polling period, SERB will mail a Mail Ballot Kit to each eligible voter. The ballot must be returned to SERB postmarked by March 29<sup>th</sup>. The tally of ballots will take place on April 6<sup>th</sup> in Columbus. Although most of the 125 staff members in the bargaining unit are not paying union dues, all can vote in the Decertification Election. The ballot will provide the members of the bargaining unit with two choices – continuing with SEIU as their representation or returning to no representation for collective bargaining.

Mr. Moran said that he was contacted by a library customer who did not want to use self check equipment at Clifton. Greg Edwards told him that the staff is always willing to check out a patron's materials for them.

Mr. Moran asked if use of the digital signage would be controlled by guidelines. Mr. Edwards replied that content would not be decided at each location, but centrally through Public Relations.

Mrs. Gettler asked for more information about the I-Net funds. Ms. Schoettker provided a brief history of the funding – that it was received in the 1980's from Time Warner as a requirement of their Cincinnati cable franchise. The original plan to establish a public access television studio in the Main

Library was discarded many years ago and the purchase of public programming equipment was the best alternative use.

Mrs. LaMacchia moved that the Board approve the Library Services and Administration Committee report as submitted, including personnel changes. Mr. Moran seconded.

Voting for the motion: Mrs. Gettler, Mrs. LaMacchia, Mr. Moran, Mr. Sittenfeld, Mr. Wright and Mrs. Khoury ... 6 ayes. The motion carried. **(22-2010)**

### **FISCAL OFFICER’S REPORT**

Ms. Schoettker reported that:

#### Property and Liability Insurance

- new property and liability insurance policy proposals were received and the best proposals, based on both coverage terms and cost, were received from our incumbent brokers – Hylant Group Inc. and Wells Fargo Insurance Services as follows:

LINES OF INSURANCE	EXPIRING PREMIUM	NEW AGENT/COMPANY	NEW QUOTE
		<b>Wells Fargo Insurance Services</b>	
Directors & Officers	29,497	Philadelphia Insurance	26,511
Excess D & O	16,543	Chubb Group	14,889
Crime (3 yrs)	10,374	Travelers	13,893
		<b>Hylant Group, Inc.</b>	
Property	74,000	Travelers	170,812
Library Materials	90,262		
Rare Books/Fine Arts	22,117		
General Liability	34,182	Travelers	34,404
Automobile Liability	14,925	Charter Oak Fire Ins. (Travelers)	14,920
Umbrella Liability	25,832	Travelers	26,140
Excess Liability	5,100	Fireman’s Fund	5,100
Boiler & Machinery	7,294	Travelers	6,792
	\$ 330,126		\$ 313,461

#### Monthly Financial Report

- the financial report was submitted for the period ending February 28, 2010.

#### Investment Report

- the investment report was submitted for the month ending February 28, 2010.

Mr. Sittenfeld moved that the Board approve the Fiscal Officer’s Report, including the financial and investment report as submitted. Mr. Wright seconded.

Voting for the motion: Mrs. Gettler, Mrs. LaMacchia, Mr. Moran (except pass on investment report), Mr. Sittenfeld, Mr. Wright and Mrs. Khoury ... 6 ayes. The motion carried. **(23-2010)**



## FINANCE AND AUDIT COMMITTEE REPORTS

### 2010 Appropriation Revisions

Mr. Moran presented a recommendation that 2010 Appropriations be revised as follows:

	<u>Fund</u>	<u>Revision</u>
<b>Gift</b>		
Supplies		\$ (200,000.00)
Capital Outlay		<u>200,000.00</u>
	Net Change	0.00
<b>Incidental Expenses</b>		
Other Employee Benefits		1,000.00
Supplies		<u>(1,000.00)</u>
	Net Change	0.00

The **Gift Fund** revision allows some of the Gates Grant computer purchases to be properly expensed as equipment, rather than supplies. The change in the **Incidental Expenses Fund** accommodates the award of a second 2010 Dehner prize.

Mr. Sittenfeld moved that these items be approved as submitted. Mr. Moran seconded.

Voting for the motion: Mrs. Gettler, Mrs. LaMacchia, Mr. Moran, Mr. Sittenfeld, Mr. Wright and Mrs. Khoury ... 6 ayes. The motion carried. (24-2010)

## FACILITIES COMMITTEE REPORT

### 2009/10 Ongoing Maintenance

Mr. Moran recommended that the Board authorize public bidding of the 2009/2010 Ongoing Maintenance project, specifically publication of the following Advertisement for Bids:

#### 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 30, 2010, for furnishing of labor, materials, equipment, services and supervision necessary to complete the project titled:

#### 2009/10 ONGOING MAINTENANCE PROJECT Multiple Branch Locations

Proposals shall be in accordance with the Contract Documents prepared by GBBN Architects. The Construction Manager for the Project is Messer Construction Co. (513-383-7609). Bids received after the stated deadline will not be accepted. Bids by facsimile transmission will not be accepted. Proposals will be publicly opened and read aloud. All interested parties are invited to attend.

Individual lump sum bids for trade contracts TC-01 through TC-05 are requested. The estimate for each contract is:

TC-01 General Trades	\$ 425,900.00
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TC-02 Asphalt Paving	\$ 132,350.00
TC-03 Roofing	\$ 223,250.00
TC-04 HVAC, Plumbing, and Controls	\$ 552,150.00
TC-05 Electrical	<u>\$ 343,550.00</u>
Total	\$ 1,677,200.00

Starting Wednesday, March 10, 2010, bidders may purchase Contract Documents (full sets only) at the cost of reproduction from Queen City Reprographics, 2863 Sharon Road, Cincinnati, Ohio, 45241, 513-326-2300.

A pre-bid meeting will be held in the Tower Room at 800 Vine Street, on Tuesday March 16, 2010, at 2:00 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 Bureau of Employment Services Wage and Hour Division 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 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 any informalities in bidding.

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

#### Modifications to Main Library Receptionist Area

Mr. Moran presented a proposal to change to the configuration of the third floor receptionist area by constructing two new doorways with keycard access across the hallways and providing visitors phone access to gain admittance. This change will eliminate the need for a staffed receptionist's desk while maintaining the security of non-public areas of the Library. The estimated cost is \$20,000.

#### Property Appraisals

Ms. Fender reported that Cornerstone Appraisal Corporation prepared updated opinions of value for the old Bond Hill property located at 1703 Dale Road and the Westwood Annex and Wullenweber properties located at 3064 Urwiler and 3054 Harrison Avenue. The Bond Hill facility and the Westwood Annex were found to be in good overall condition based on age, upgrades and ongoing maintenance. However, the former Wullenweber building was found to be in poor condition due to a deteriorated roof and interior partitions. Market values for the Fee Simple Estate of each property are:

Bond Hill	\$ 70,000
Westwood Annex (.368 acre site)	\$ 260,000
Wullenweber (.216 acre site)	\$ 60,000
Westwood Annex (combined .584 acre site)	\$ 340,000

The valuation of the Bond Hill property declined by nearly one-half from the previous opinion of value prepared by Eric Gardner, Colliers Turley Martin Tucker, Commercial Real Estate Services, in May of 2007. The valuation of the Westwood Annex and Wullenweber buildings declined by more than one-half from the previous opinion of value prepared by Harry H. Oelerich in June of 2005.

On the basis of these earlier opinions, the Board set prices of \$150,000 for Bond Hill and \$750,000 for the combined Annex and Wullenweber properties. We propose reducing those prices now and contacting the parties who have previously expressed interest in the properties. If no interest is expressed, then we request the Board's approval to engage the services of a listing agent to assist in the sale of these properties.

Mrs. Gettler communicated her expectation that minority bidders would be among the contracts awarded for the Ongoing Maintenance project. Ms. Fender advised that the Library is legally obligated to award our contracts to the lowest responsible bidders.

Moran suggested that Mr. Smitherman be contacted again about the Bond Hill property.

Mr. Moran moved that the Board approve the Facilities Committee Report as submitted. Mr. Wright seconded.

Voting for the motion: Mrs. Gettler, Mrs. LaMacchia, Mr. Moran, Mr. Sittenfeld, Mr. Wright and Mrs. Khoury ... 6 ayes. The motion carried. **(25-2010)**

## **DEVELOPMENT COMMITTEE REPORT**

Mrs. Gettler reported that:

### Library Foundation

- the Library Foundation was represented at the 27<sup>th</sup> Annual Advanced Estate Planning Institute held by the Cincinnati Bar Association on February 26.

The Foundation will hold a fundraising reception prior to the Library's Rick Steves event. Tickets are \$100 (\$75.00 tax deductible) and will include meeting Mr. Steves, a signed 2010 edition of "Europe Through the Back Door" and preferential seating for the program.

The Foundation approved the renewal of the services agreement with the Library for another two-year term commencing June 30, 2010.

### Friends of the Public Library

- the Friends sale at the Sharonville Branch on February 12 and 13 grossed \$5,100. The Radio One Book Fair held February 13 at the Cincinnati Museum Center grossed over \$700. The next sale is scheduled for the Green Township Branch on March 12 and 13. Tracy Lanham is the new Manager of the Friends Shop.

Mrs. Gettler moved that the Board approve the Development Committee Report as submitted including approval of the Agreement Between The Public Library of Hamilton County and The Public Library of Cincinnati and Hamilton County Foundation. Mr. Sittenfeld seconded.

Voting for the motion: Mrs. Gettler, Mrs. LaMacchia, Mr. Moran, Mr. Sittenfeld, Mr. Wright and Mrs. Khoury ... 6 ayes. The motion carried. **(26-2010)**

## **COMMUNITY AND PUBLIC RELATIONS COMMITTEE REPORT**

Mr. Sittenfeld reported that the Community and Public Relations Committee met on Monday, March 8, 2010. Committee Chairman Paul Sittenfeld, and Library Trustees Dee Gettler, Betsy LaMacchia and Bill Moran were in attendance, as were Kim Fender and Amy Banister. Mr. Sittenfeld presented the following Committee recommendations:

### Promotion of the Library's Jobs Databases

- that Library staff continue to seek ways to promote jobs databases, including meeting with Dave Phillips of Cincinnati Works to discuss partnering on ways to help jobseekers.

### Community Awareness Campaign

- that the Library focus its 2010 paid media campaign on promoting the Summer Reading Program. Staff recommendations for the most effective mix of media, the timing of the campaign and a proposed budget will be presented in April.

Mr. Sittenfeld moved that the Board approve the Community and Public Relations Committee Report as submitted. Mrs. LaMacchia seconded.

Voting for the motion: Mrs. Gettler, Mrs. LaMacchia, Mr. Moran, Mr. Sittenfeld, Mr. Wright and Mrs. Khoury ... 6 ayes. The motion carried. **(27-2010)**

### Community and Public Relations Activities

Mr. Sittenfeld presented a report on promotion and planning, notable media coverage, press releases and community outreach.

The report was received and filed.

## **LEGISLATIVE AFFAIRS AND LAW COMMITTEE REPORT**

Mr. Wright reported that:

### Alicia Reece Appointed to Ohio House

- Former Cincinnati Vice Mayor Alicia Reece will fill the vacant 33<sup>rd</sup> House District seat formerly held by Tyrone Yates.

### Ohio Library Council Legislative Day

- the Ohio Library Council (OLC) will provide briefings at its annual legislative day in Columbus on March 16, including results of a statewide survey on public libraries that will be presented by

Kim Fender. Library staff are scheduling appointments to meet with our 11 Senators and Representatives, including the recently appointed Ms. Reece.

Mr. Sittenfeld asked if this event was of benefit to the Library and, if so, where our focus should be. Mr. Fender replied that the staff in attendance splits up to visit all eleven representatives.

The report was received and filed.

Mrs. Gettler asked how the State Library Board is appointed and Ms. Fender explained that the five members are appointed by the Ohio Department of Education. Although we have had representation from southwest Ohio in the past, the current makeup is one from the Columbus area, one from Cleveland and three from southeast Ohio.

Mr. Sittenfeld suggested inviting the Board to meet in Cincinnati for one of their future meetings. He suggested Joe Dehner as a potential future candidate.

The Regular Meeting was then adjourned.

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President

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Attest: Secretary