

CLEVELAND PUBLIC LIBRARY
Finance Committee Meeting
September 17, 2013
Trustees Room Louis Stokes Wing
12:00 Noon

Present: Ms. Rodriguez, Ms. Butts, Mr. Seifullah, Mr. Corrigan, Mr. Hairston, Mr. Werner

Absent: Mr. Parker

Ms. Rodriguez called the meeting of the Finance Committee to order at 12:06 p.m.

Resolution to Accept Grant from Alcoa Foundation to Purchase Solar-Powered Trash Compactors for Eastman Reading Garden

Timothy Diamond, Chief Knowledge Officer, stated that the library's Sustainability team discussed the benefits of the solar-powered trash compactors and did a site visit to the Case Western University campus where a compactor had been installed. Because these compactors are vermin proof, staff hours are reduced picking from up trash scattered by animals like squirrels and birds.

Mr. Rodriguez thanked staff for their work on obtaining this grant and stated that this item would go to the full Board for approval.

Seventh Amendment to the Year 2013 Appropriation

Carrie Krenicky, Chief Financial Officer, stated that the Seventh Amendment reflects an increase in Other Sources-Special Revenue by \$19,500; relating to \$4,500 from restricted donations and \$15,000 from the Alcoa Foundation grant.

Ms. Rodriguez stated that this item would go to the full Board for approval.

Resolution to Ratify and Approve the Purchase of Insurance Coverage for Policies Effective August 1, 2013 and September 18, 2013

Carrie Krenicky, Chief Financial Officer, stated that in on September 18, 2012, the Board authorized the renewal of the insurance packages, provided that the terms, conditions, and pricing remain comparable to the current programs of last year. This resolution recommends the Board to approve and ratify as the automotive coverage increased more than anticipated due to a total loss last year. The Public Officials and Employment Practices Liability goes into effect on September 18, 2013. The incumbent carrier proposed to increase the deductible 112% due to the adverse development of EEOC claims and raised the deductible from \$50,000 to \$100,000. As a

result, McGowan put this back out to market and obtained three bids. It was recommended that the library go with Illinois National Insurance Company, who also had a \$100,000 deductible.

Mr. Hairston asked for clarification on the Public Officials portion of the insurance.

Joyce Dodrill, Chief Legal Officer, explained that this insurance covers the actions of officials as they execute their duties as a board member.

Mr. Werner asked for clarification on the Crime coverage.

Carrie Krenicky, Chief Financial Officer, stated this coverage is for crimes on library property as well as for Trustees and employees who may commit crimes.

Ms. Rodriguez stated that this item would go to the full Board for approval.

Resolution Authorizing Change Order #001 for the Jefferson Branch Parking Lot Improvement

Ms. Butts asked about the importance of having a weed barrier.

Mr. Scruggs, Director of Property Management, stated that maintenance staff will identify weeds and regularly maintain the area.

Mr. Werner requested clarification on the purpose of an undulating grade.

Mr. Scruggs, Director of Property Management, stated that the surface of the concrete box that encased the electrical lines that feed the building was not linear. To correct this problem, 4 existing curb stops had to be re-installed. In addition, a 2' river rock edge also had to be installed.

Ms. Rodriguez stated that this item would go to the full Board for approval.

Resolution Authorizing Change Orders #002, 004, 005, 006, 009 for the Temporary South Branch Relocation Project

Ms. Butts asked for the location for the additional exterior door.

Mr. Scruggs, Director of Property Management, stated that this additional exterior door would provide access from the rear of the building to the alley for emergency purposes only.

Ms. Butts asked for the total amount for the Temporary South Branch Relocation Project.

Joyce Dodrill, Chief Legal Officer, stated that the total amount is approximately \$350,000.

Ms. Rodriguez stated that this item would go to the full Board for approval.

Resolution Authorizing Agreement to Install Card Readers into Seven Elevators for Access Control (HOLD)

Joyce Dodrill, Chief Legal Officer, stated that this resolution is on hold as the Property Management Department was requested to secure two additional quotes for this installation of card readers into seven elevators for access control.

Resolution Authorizing Agreement with Creative Artists Agency for Speaker Engagement

Mr. Corrigan stated that the library pays for authors who participate in the Writers and Readers Series. This resolution is unusual as it exceeds the amount level that does not require board authorization.

Mr. Corrigan commended Aaron Mason for securing an aggressive list of authors who have agreed to participate in this year's Writers and Readers Series, and that Dan Savage is among the top syndicated columnists and authors.

Aaron Mason, Assistant Director, Outreach and Programming Services, stated that an appearance by Dan Savage signals to the community that the library welcomes the attendees at the Gay Games 2014 in Cleveland.

Ms. Rodriguez stated that this item would go to the full Board for approval.

Resolution Authorizing the Purchase of Fire Alarm System from ABCO Fire Protection Incorporated

Mr. Corrigan asked about the length of time that the fire alarm and detection system for the Lake Shore Facility has been inoperable and what fire watch system has been in place address the risk.

Mr. Scruggs, Director of Property Management, stated that the system has been inoperable since mid-June.

Tim Goergen, Safety & Protective Services Manager, stated that there has been 24 hour fire watch coverage provided by Safety and Protective Services officers and contracted services provided by G4S Secure Solutions.

Ms. Rodriguez stated that this item would go to the full Board for approval.

Resolution Accepting Bid and Awarding Contract for the South Branch Deactivation Project

Joyce Dodrill, Chief Legal Officer, introduced a Monica Green, a representative from Westlake, Reed, Leskosky who was available to provide additional information about the project and answer any questions that the Board may have.

Mr. Corrigan stated that the library, in the past has had favorable experiences on projects lead by Sterling Professional Group and Lauren Building Company as contractors and asked if we have had any experience with EnviroCom and SONA Construction.

Mr. Scruggs, Director of Property Management, stated that SONA Construction was an unsuccessful bidder on another library project and the library has never had an relationship with EnviroCom Construction.

Ms. Green explained that deactivation is required when buildings are not in use to ensure that it is conditioned properly and weather-tight. The deactivation would include, but is not limited to, exterior repair, roof replacement, tuck pointing, roof flashing, downs pouting, overflow draining, foundation water proofing, etc. This procedure protects the building until reactivation.

Lengthy discussion continued about roof repair estimates, membrane roofing and life expectancy, tuck pointing, and down spouting.

Mr. Scruggs, Director of Property Management, stated that the building is checked regularly by Property Management staff.

Ms. Rodriguez stated that this item would go to the full Board for approval.

Resolution to Accept the State Library of Ohio Funding for the Ohio Library for the Blind and Physically Disabled (OLBPD)

Mr. Corrigan asked how this funding compares to the last approval.

Carrie Krenicky, Chief Financial Officer, stated that this funding is the same as the previous funding with no additional cost increases to observe.

Ms. Rodriguez stated that this item would go to the full Board for approval.

Ms. Rodriguez adjourned the meeting of the Finance Committee at 12:47 p.m.