

CLEVELAND PUBLIC LIBRARY  
Finance Committee Meeting  
January 15, 2013  
Trustees Room                      Louis Stokes Wing  
12:00 Noon

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

Absent:        Mr. Parker, Mr. Hairston, Mr. Werner

Ms. Rodriguez called the meeting of the Finance Committee to order at 12:05 p.m.

First Amendment to the Year 2013 Appropriation

Carrie Krenicky, Chief Financial Officer, stated that the First Amendment brings in the actual unencumbered balances as of January 1, 2013 with the original appropriation using the estimated unencumbered balance. The Unencumbered balance was certified with the Budget Commission and will be appropriating the difference in the Special Revenue Funds and the Permanent Funds.

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

Resolution to Enter into an Agreement with Integrated Precision Systems, Inc. to Install Fire, Burglar and Access Control Systems for the Temporary South Branch

Myron Scruggs, Director of Property Management, stated that Integrated Precision Systems, Inc. is also the company that is installing the access system at the Main Library. By installing the same at the Temporary South Branch, both systems would be compatible.

Responding to an inquiry by Ms. Butts regarding the Temporary South Branch opening date, Director Thomas stated that the Branch has been rescheduled to open on March 16, 2013. He also stated that because of unexpected delays, the opening date had to be rescheduled. This new date will be announced to the public.

Mr. Scruggs, Director of Property Management, stated that the heat will be maintained by electrical units. Instead of G4S being on site continually, custodians will begin their shifts at 7:00 a.m. to heat the facility prior staff arrival at 9:00 a.m.

Director Thomas stated that some of the materials will be transferred from the South Branch to the Temporary South Branch. At the Board Work Session on February 23, 2013, a discussion will be held regarding the future of the South Branch. Director Thomas noted the following dates: South Branch will close at the end of the day on Saturday, March 9, 2013; the Temporary South Branch will open at 12:00 noon on Saturday, March 16, 2013; community meetings will

be held at the South Branch at 6:00 p.m. on February 27, 2013 and 10:00 a.m. on Saturday, March 2, 2013.

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

Resolution Authorizing Rebid of the Improvement to the Jefferson Branch Parking Lot

Joyce Dodrill, Chief Legal Officer, stated that last June, the Board authorized the Library to solicit competitive bids for the Jefferson Branch Parking Lot construction project and in October, awarded the contract to TAD Construction in the amount of \$80,957. In November, TAD withdrew their bid. Because of the winter season, the Library determined to postpone construction until the spring of 2013 and rebid the construction project in early 2013.

Ms. Dodrill stated that because of their lack of experience in working with a public entity, TAD may have become overwhelmed with standard paperwork and other requirements. Because of the short construction season and the winter, the next lowest bidder could not guarantee prices through the spring. As a result, all of the bids were rejected to wait for the spring. The construction period for this project is approximately 10 weeks. Therefore, the Board is requested to authorize staff to rebid the contract.

Ms. Rodriguez asked if Tremont West Development Corporation had been informed of the bid withdrawal.

Ms. Dodrill stated that Tremont West Development Corporation had been informed and secured an extension from the Northeast Ohio Regional Sewer District in the amount of \$10,000 to accommodate the schedule change.

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

Resolution Amending Agreement with L.A.N.D. Studio, Inc. for 2012-2013 Literature and Visual Arts Programs

Joyce Dodrill, Chief Legal Officer, stated that this resolution authorizes the amendment in the amount of \$4,400 with L.A.N.D. Studio, Inc. to provide for the payment of the costs of an additional speaker for the 2012-2013 Literature and Visual Arts Programs.

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

Resolution Amending Agreement with RGI International for an Education Kiosk at the Rice Branch and Accepting Additional Grant Funds from Saint Luke's Foundation Grant through Neighborhood Progress, Inc.

Myron Scruggs, Director of Property Management, stated that the structure that will hold the two interactive touchscreen kiosks is nearing completion.

Joyce Dodrill, Chief Legal Officer, distributed a graphic of the kiosks as provided by RGI.

Director Thomas stated that rather than the original design, RGI created kiosks that would have more community appeal that would include community history and events.

Joyce Dodrill stated that this resolution requests to amend the agreement with RGI International to increase the contact amount from \$37,900 to \$42,898 to be paid with funds from a grant from the St. Luke's Foundation, administered by Neighborhood Progress, Inc. Neighborhood Progress, Inc. has agreed to increase the amount of the Saint Luke's Foundation grant to the Library to cover the additional costs in the amount of \$4,998 to accommodate the additional touchscreen.

In response to an inquiry by Ms. Rodriguez regarding content for the kiosks, Amy Palowski, Web Applications Manager, stated that she would review suggested updates to ensure that they are appropriate for the Library.

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

#### Resolution to Enter into Agreement with Business Smarts for Hardware Maintenance

Carrie Krenicky, Chief Financial Officer, stated that the maintenance agreement with Business Smarts for the Library's Hewlett Packard printers, desktop stations and servers terminates on January 31, 2013. Because the Library is satisfied with services provided by Business Smarts, this resolution authorizes a renewal of this maintenance agreement for the period February 1, 2013 through January 31, 2014 at a cost not to exceed \$80,486.

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

Ms. Rodriguez adjourned the meeting of the Finance Committee at 12:20 p.m.