

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

Date: May 11, 2010

Meeting: Regular

Place: Board Room - Main Library - 800 Vine Street

**REGULAR MEETING**

**ROLL CALL**

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

Trustees Absent: Mrs. Gettler and Mr. Sittenfeld

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

**PUBLIC COMMENTS**

Mary Ann Phalen discussed the benefits of the collaborative process between the Library and the Pleasant Ridge Community Council Library Committee. The Committee educated Pleasant Ridge residents about library funding and the need for them to get involved in their community. As a result, they understand the benefit of libraries in their community and they responded favorably (83%) to the Library's levy.

She noted that the Committee has passed the \$200,000 mark in donations, including some monies already spent.

She observed that strong libraries make strong communities and strong communities make strong libraries.

**MINUTES OF THE REGULAR MEETING HELD APRIL 13, 2010**

Mr. Moran moved that the Minutes of the Regular Meeting held Tuesday, April 13, 2010 be approved as submitted. Mr. Hendon seconded.

Voting for the motion: Mr. Hendon, Mrs. LaMacchia, Mr. Moran, Mr. Wright and Mrs. Khoury ...  
5 ayes. The motion carried. (34-2010)

## EXECUTIVE DIRECTOR'S REPORT

Ms. Fender reported that:

### Hennen American Public Library Ratings

- our Library is tied with Hennepin County for 7th place ranking in the 2010 Hennen American Public Library Ratings (HAPLR) in our size category (one of 84 libraries nationally serving a population of more than 500,000). This is the highest ranking our Library has achieved since first being included among the top 10 in 2005.

### Paula Brehm-Heeger - American Library Association Council

- Paula Brehm-Heeger has been elected to a three-year term as a member of the American Library Association's Council, the governing body of the ALA.

### Services/Demand Demonstrate Need for Libraries

- A number of studies and writers have looked at the changing use of libraries and have concluded that libraries are still relevant today. In response to Mrs. Khoury's request for key points on this issue, Ms. Fender offered:
  - Demand has grown 23% since 2000. Nearly 16.4 million items were borrowed in 2009, including a 9.1% annual increase in print use.
  - Year-to-date, circulation of digital materials (ebooks & downloadable audiobooks) is up 34%, database use 9%. Virtual Library hits in 2009 were (1.8 million), 120% higher than 2008.
  - 45% of 169 million public library visitors used Internet access over the past year. Our 650+ public computers are in use all day, every day.
  - About 2 million reference questions are asked every year by email, text message, phone and in person.
  - Job and career workshops help jobseekers and access to technology enables them to apply for jobs online, create a resume, research potential employers and set up an email account.
  - Kindergarten readiness programs help prepare children to succeed in school.
  - Homework centers, online homework help, teacher collections for classroom use, programs, Kidspace and Teenspace websites and other resources give children tools to succeed academically.
  - 24/7 database access, workshops, training programs, free wi-fi and trademark & patent collections help entrepreneurs and small business owners.

### Cincinnati Public Schools Literacy Grant

- she submitted a general letter of support for a grant Cincinnati Public Schools is applying for through the Office of Elementary and Secondary Education for "Improving Literacy Through School Libraries." CPS is not requesting funding or resources from the Library.

### Americorps Techcore Grant

- the Library is partnering with the Ohio Historical Society for an Americorps Techcore Grant. The grant would provide a student, for at least one year, who would contact regional

organizations and digitize their materials that pertain to the Civil War. The Library would receive copies of all the digitized material and would be recommended as a digitization vendor for materials outside the scope of this project. The Library would be responsible for providing a work area, a computer and managerial oversight for the student worker and would be responsible for a \$1,500 match for each year the student works with us.

#### MVP Awards

- Lisa Kuhl, Human Resources Staff Development Coordinator–Technology, and Nicole Riddle, Catalog Maintenance Assistant, were selected for the MVP award.

Mr. Moran moved that the Executive Director’s Report be approved as submitted, including application for the Americorps Techcore Grant. Mrs. LaMacchia seconded.

Voting for the motion: Mr. Hendon, Mrs. LaMacchia, Mr. Moran, Mr. Wright and Mrs. Khoury ... 5 ayes. The motion carried. **(35-2010)**

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

Mrs. LaMacchia reported that the Library Services and Administration Committee met April 29, 2010. Committee Chair Elizabeth H. LaMacchia, Trustee Robert Hendon and Kim Fender, Mary Bennett-Brown and Greg Edwards were in attendance. Mrs. LaMacchia presented the following Committee recommendations:

#### Personnel Change Report

- approve the Personnel Change Report for changes through May 1, 2010:

<b>ACTION</b>	<b>AGENCY</b>	<b>POSITION TITLE</b>	<b>FTE</b>	<b>EMPLOYEE NAME</b>	<b>EFFECTIVE DATE</b>
Retirement	Materials Retrieval	Page	1.00	Brooks, Anthony C.	04/30/10
Retirement	Magazines & Newspapers	LSA I	0.50	Parker, Stephanie M.	04/30/10
Retirement	Sharonville	Reference Librarian I	1.00	Wade, Nancy L.	04/30/10
Retirement	Safety & Security	Safety & Security Manager	1.00	Takach, David M.	04/21/10
Appointment	Deer Park	LSA I	0.50	Coil, Jane A.	04/18/10
Appointment	Anderson	LSA I	0.50	DiPuccio, Barbara J.	04/18/10
Appointment	Information & Reference	Shelver	0.50	Frey, Michael D.	04/18/10
Appointment	North Central	Student Shelver	0.30	Kerr, Isaac E.	04/04/10
Appointment	Information & Reference	Student Shelver	0.30	Moher, Sally J.	04/18/10
Appointment	West End	LSA I	0.50	Oldiges, Elizabeth J.	04/18/10
Appointment	Information & Reference	Student Shelver	0.25	Resnick, Gideon A.	04/18/10
Appointment	North Central	Student Shelver	0.30	Schneider, Lauren N.	04/04/10
Appointment	Information & Reference	LSA II	0.50	Schultz, Allison R.	04/18/10
Departure	Madeira	LSA I	0.60	Snyder, Heather S.	04/09/10

#### Timekeeping Policy Revision

- revise the Timekeeping Policy to reflect the change from a paper timecard system to an online timekeeping system.

## Timekeeping Policy

We adhere to the provisions of the Fair Labor Standards Act, which states that non-exempt employees must be compensated for all hours worked and that we must maintain records indicating those hours.

Employees are responsible for completing their own time entries. Supervisors are responsible for verifying and approving their employee's time entries, including paid absences such as sick, vacation and holiday time. When necessary, incomplete time entries may be completed by the supervisor.

Absences are not to be considered as hours worked for pay purposes. Unapproved absences must be covered by vacation or holiday; otherwise the employee will not be paid for the hours of absence.

Entering or changing another employee's time or falsifying any time entry is prohibited and is grounds for disciplinary action, up to and including termination.

### Nonexempt Staff:

Each non-exempt employee must complete a weekly time record of the hours they actually worked and any paid absences. Employees are not permitted to commence work before their scheduled starting time, stop work after their scheduled quitting time, or in any way work more than their scheduled hours without the prior approval of their supervisor.

### Exempt Staff:

Exempt staff are those employees who are classified as Directors, Managers, Supervisors and other professionals as identified in the Exempt & Nonexempt Designation Policy. Exempt staff must complete a weekly time record with no more than 40 total hours for the week, including any paid absences.

Effective: 5/16/2010

### Library Card and Circulation Policy Revision

- revise the Library Card and Circulation Policy to eliminate specifying the number of holds permitted on a card and allow administrative staff to change this number as needed. Initially, the current limit of 25 would be increased to 35 to adjust for a recent enhancement to the catalog that allows for holds on on-order items.

### Fourth of July Holiday

- close the Library on July 5 since the Fourth of July holiday falls on Sunday in 2010.

### Medical and Dental Benefit Plans

- continue current employee medical plan contribution rates for the HMO and PPO plans of 15%, the HSA plan of 10% and the dental plan of 25%, with no changes to the plans offered. Medical premiums will renew with a 4.99% increase. Current and renewal costs for employees are:

<b>Medical Premiums - Monthly Employee Share</b>				
	<b>Priority HMO</b>	<b>Preferred HMO</b>	<b>PPO</b>	<b>HSA</b>
<b>CURRENT SHARE RATIO</b>	<b>15%</b>	<b>15%</b>	<b>15%</b>	<b>10%</b>
Single	59.28	62.04	64.05	34.37
Employee/Spouse	124.60	130.40	134.62	72.25
Employee/Child	112.68	117.93	121.75	65.34
Family	172.49	180.53	186.37	100.02

<b>RENEWAL SHARE RATIO</b>	<b>15%</b>	<b>15%</b>	<b>15%</b>	<b>10%</b>
Single	62.18	65.08	67.18	36.06
Employee/Spouse	130.74	136.79	141.22	75.79
Employee/Child	118.20	123.71	127.72	68.54
Family	180.94	189.37	195.51	104.92

<b>Dental Premiums - Monthly Employee Share</b>	<b>Current Share</b>	<b>Renewal Share</b>
	<b>25%</b>	<b>25%</b>
Single	\$ 6.70	\$ 7.12
Employee/Spouse	\$ 15.76	\$ 16.73
Employee/Child	\$ 14.42	\$15.31
Family	\$ 24.88	\$ 26.41

### 2010 Salary Schedule

- maintain 2010 salaries at 2009 amounts for the remainder of the year. In reaching this decision, the Committee expressed concern about the continuing decline in State funding.

### Union Decertification

- approve, pending State Employment Relations Board (SERB) certification of the decertification election results, merging Union and non-Union salary schedules (resulting in a 1% increase for all Librarians and Catalogers) and restoring all fringe benefits reductions mandated by the Union Contract, effective for the pay period beginning May 16, 2010, and discontinuing dues deductions effective immediately.

It was noted that SERB notified the Library on May 6 that the Decertification Election results have been certified.

Mrs. LaMacchia moved that the Board approve the Library Services and Administration Committee report as submitted, including personnel changes, policy revisions, closing on July 5, continuing employee medical plan contribution rates, maintaining the 2010 salary schedule and changes relative to decertification. Mr. Hendon seconded.

Voting for the motion: Mr. Hendon, Mrs. LaMacchia, Mr. Moran, Mr. Wright and Mrs. Khoury ... 5 ayes. The motion carried. **(36-2010)**

## **LIBRARY SERVICES**

Mrs. LaMacchia introduced Marni Blanken, Children's Librarian of the Bond Hill Branch.

### Summer Reading Program 2010: *Lights, Camera, Read!*

Marni Blanken reported that the 2010's Summer Reading Program begins June 1 and runs through July 31. This year's program has a cinematic theme focusing on books that have become movies. Like last year, the program will be comprised of four components: preschool, school-age, teen and adult. She outlined reading requirements and prizes for each level and noted that Summer Reading programs will be offered at all locations. This year, participants can sign up and track their reading online, allowing for better management of the program and much less use of paper.

The Summer Reading Program is sponsored by the Friends of the Public Library, the Anderson Township Library Association, the Kersten Fund, the Charles H. Dater Foundation, Joseph-Beth

Booksellers, K<sup>12</sup> and the Ohio Virtual Academy. Media sponsorship is provided by WKRC Local 12 and CW Cincinnati.

#### Quick Response Codes - Promotion of Services/Programs

Mr. Edwards explained that a Quick Response or QR code is a two-dimensional code used to point mobile users to specific information via their smart phone. The Library will begin using QR codes on Summer Reading Program signage that the mobile user can scan to go to the Summer Reading Program website. Moving forward, the Library will use QR codes for program and service promotion, self-guided tours of the Main Library and as a way of providing detailed exhibit information to customers.

Mrs. LaMacchia reported that:

#### International Conference on Virginia Woolf

- an exhibition at Georgetown College's Anne Wright Wilson Fine Arts Gallery (Georgetown Kentucky) during the Annual International Conference on Virginia Woolf will feature three books from our collection of significant interest to Woolf scholars: *The Artist and Psychoanalysis* by Roger Eliot Fry, *The Psychology of Clothes* by John Carl Flugel and *The Common Reader* by Virginia Woolf. The books will be on display May 13 – June 10.

#### Brain Camps

- the Library will offer summer enrichment activities from June 7 – August 13 through Brain Camps in Homework Central at the Main library and two-day afternoon Brain Camps at the Avondale, College Hill, Deer Park and Price Hill Branches.

#### Programs and Exhibits of Note

- *Humana Healthy Kids Zone* – thanks to a Humana Foundation grant, the Library will present a series of eight fitness and nutrition programs for kids at fourteen urban locations each week from June 7 through July 31.
- *Bookworks 11* – the annual Cincinnati Book Arts Society exhibit of regional book artists will be on view from June 12 – September 7 in the Main Library's Atrium.

#### Library Usage

- April's circulation was down 4.8%, driven by a 9.5% decrease in audiovisual usage, largely a result of the Library for the Blind merger. However, Main Library circulation increased 4.5%, digital circulation 41.3%. Over 4,000 Playaways circulated in April and, for the fourth straight month, *Hunger Games*, the 2010 On The Same Page title selection, was the number one circulating title. At 301,165, the number of active library cardholders was over 300,000 for the first time since 2006.
- the top circulating items and statistical reports for the month of April 2010 were submitted.

The report was received and filed.

### **FISCAL OFFICER'S REPORT**

Ms. Schoettker reported that:

### Status of Funding

- upon completion of the first half settlement of property taxes, the Hamilton County Auditor forwarded a second tax distribution, plus an accounting of the deductions withheld. The net distribution to the Library is:

Total 1 <sup>st</sup> half tax collection	\$ 9,190,444.88
- County Auditor/Treasurer fee	(104,492.27)
- Delinquent tax recovery fee	(29,089.75)
- Election share (1 time cost)	<u>(174,050.68)</u>
Net to Library	\$ 8,882,812.18

State-legislated tax relief measures – rollbacks and homestead reductions – will be reimbursed to the Library directly from the State of Ohio. The County Auditor has told us to expect about \$1 million, less a State processing fee.

Public Library Fund distributions for January to May 2010 are 15% less than 2009, 3% less than the estimate on which our 2010 appropriations are based.

### Monthly Financial Report

- the financial report was submitted for the period ending April 30, 2010.

### Investment Report

- the investment report was submitted for the month ending April 30, 2010.

Mr. Hendon 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: Mr. Hendon, Mrs. LaMacchia, Mr. Moran (except pass on investment report), Mr. Wright and Mrs. Khoury ... 5 ayes. The motion carried. **(37-2010)**

Mrs. LaMacchia left the meeting.

## **FINANCE AND AUDIT COMMITTEE REPORTS**

Mr. Moran reported that the Finance and Audit Committee met Wednesday, April 28. Committee Chair William Moran and Trustees Robert Hendon and Paul Sittenfeld were in attendance, along with Kim Fender and Patricia Schoettker.

### US Bank Investment Services

Mr. Moran reported that representatives of US Bank, investment manager of the Library's permanent (trust) fund principal balances since 2000, were in attendance at the meeting to review the portfolio and answer questions. The Ohio Revised Code and the Library's own investment policy prioritize our investment objectives – safety first, then liquidity and lastly yield. These objectives combined with current market conditions create a challenging investment environment. US Bank is investing the Library's funds primarily in short term obligations, US Treasury bonds and notes, agencies and savings bonds. In recognition of our long-term relationship, the bank has held their service fee at 15 basis points.

Copies of US Bank’s presentation document and a listing of the permanent funds were provided to each member of the Board.

Depository Agreements

Ms. Schoettker presented the Committee’s recommendation that new proposals for deposit of public funds be sought from Fifth Third Bank, US Bank, PNC Bank, Huntington Bank, Stock Yards Bank and Key Bank. Current Depository Agreements expire on July 31, 2010.

The Library is currently satisfied with the commercial banking and credit card services provided by Fifth Third Bank and the investment management services provided by US Bank so the Committee recommends that new proposals for bank services not be sought at this time.

Revisions to 2010 Annual Appropriation Resolution

Mr. Moran presented the Committee’s recommendation for approval of the following revisions to 2010 appropriations:

<u>Dater Fund</u>	<u>Revision</u>
Supplies	\$ 443.21
Purchased/Contracted Services	365.00
Capital Outlay	<u>(808.21)</u>
Net Change	0.00

2011 Operating and Capital Budget

Ms. Schoettker presented the Committee’s recommendation for the 2011 budget, shown below in comparison with 2010 appropriations.

	<b>2010 Approp</b>	<b>2011 Budget</b>	<b>% Change</b>
Beginning Balance	1,500,000	4,100,000	
Public Library Fund	36,383,880	50,874,330	
Property Tax Levy	20,034,854	19,895,770	
Subtotal	<b>56,418,734</b>	<b>70,770,100</b>	
Other Library Revenue	2,856,266	2,754,900	
<b>TOTAL RECEIPTS</b>	<b>59,275,000</b>	<b>73,525,000</b>	<b>24%</b>
Operating Expenditure	54,175,000	54,569,603	<1%
Capital Transfers	2,500,000	17,955,397	618%
<b>TOTAL EXPENDITURE</b>	<b>56,675,000</b>	<b>72,525,000</b>	<b>28%</b>
Remaining Balance	4,100,000	5,100,000	

She noted that, as in past years, this budget is need-based – what’s needed to provide full library service, including capital building and improvement projects. If the revenue required to fund this budget is not received, then any unfunded obligations will not be undertaken.

The OPERATING BUDGET includes an allowance for salary and benefit increases and for restoring some Sunday and evening hours. These increases are offset by reductions in other areas so the overall increase in the operating budget is less than 1%.

The CAPITAL BUDGET includes the seven capital projects requested by the Facilities Committee. Additional donations for the Pleasant Ridge ADA are anticipated from the Pleasant Ridge Community Council (\$273,594) and the Library Foundation (\$40,000). Donations will be sought for the full cost of the Clifton project. If capital dollars in the Building & Repair Fund are not needed again (as they were in 2009) to offset funding shortfalls, then about \$1.3 million will be available to complete Pleasant Ridge funding and to start funding St. Bernard. That leaves five projects needing a total of \$17,955,397 from the 2011 budget, as follows:

PROJECT	PROJECT ESTIMATE	PAID TO DATE	ON HAND	PENDING DONATIONS	REMAINDER 2011 BUDGET
2011 Ongoing Maintenance	2,500,000				2,500,000
Pleasant Ridge ADA Upgrade	1,200,000	53,632	817,774	313,594	0
St. Bernard Branch	4,000,000		484,603		3,515,397
Reading Branch	5,500,000				5,500,000
Woodlawn Branch	6,000,000				6,000,000
Westwood Parking	440,000				440,000
Clifton Branch	3,894,000		500	3,893,500	0
<b>TOTAL</b>	<b>23,534,000</b>	<b>53,632</b>	<b>1,317,877</b>	<b>4,207,094</b>	<b>17,955,397</b>

The budget reserves two CONTINGENCIES – a \$1,625,000 operating contingency (3%) in the General Fund and a \$2,000,000 capital contingency in the Building and Repair Fund.

The projected 2011 remaining balance of \$5,100,000 includes the General Fund operating contingency plus \$3,475,000 to carry forward to 2012. Since there may be no annual growth in property tax receipts over the 5 years of the levy, this carry-forward balance needs to increase each year to plan ahead for sufficient income in 2014 – the last year of the levy.

This budget will require intergovernmental revenue totaling more than \$70 million. The Hamilton County Auditor has estimated property tax receipts at just under \$20 million, leaving \$50 million needed from the Public Library Fund. The most recent state estimate of Public Library Fund revenue is \$36.4 million.

Mr. Moran informed the members of the Pleasant Ridge Community Council Library Committee that if Library capital funding is not needed to offset funding shortfalls AND if their anticipated donations to the project are received, then sufficient funding to complete the Pleasant Ridge ADA project may be available in 2011.

Mr. Moran summarized the recommendations of the Finance and Audit Committee:

1. seek new proposals for deposit of public funds from Fifth Third Bank, US Bank, PNC Bank, Huntington Bank, Stock Yards Bank and Key Bank.
2. do not seek proposals for banking services at this time.
3. revise the 2010 Annual Appropriation Resolution as proposed for the Dater Fund.
4. submit the 2011 Operating and Capital Budget as proposed to the Hamilton County Budget Commission.

Mr. Moran moved that these recommendations be approved as submitted. Mr. Wright seconded.

Voting for the motion: Mr. Hendon, Mr. Moran, Mr. Wright and Mrs. Khoury ... 4 ayes. The motion carried. **(38-2010)**

## FACILITIES COMMITTEE REPORT

Mr. Hendon reported that:

### Clifton Branch – Brookline Avenue Property

- a letter of intent received from Michael Dever outlines key terms and conditions of Peak 8, LLC's charitable gift of property at 3400-3406 Brookline Avenue, including agreement to use best efforts to close on or before May 31, 2010, no later than June 30.

Larry Baron, Assistant Hamilton County Prosecuting Attorney, has completed the title search and found the property to be free and clear but he has advised that an Environmental Phase I site assessment be conducted. The Prosecutor's Office will handle the closing on the property, reducing the cost of acquisition.

In response to questions raised by Library Trustee Paul Sittenfeld at the April meeting, further details about project costs were presented:

#### **Estimated Acquisition Costs:**

Environmental site study	\$1,975.00
Arborist site cleanup	<2,650.00
Pro-rated taxes	<u>5,455.00</u>
Total	\$10,080.00

#### **Annual Costs – pre-renovation:**

Insurance (liability/property)	\$1,052.00
Utilities	2,940.00
Security system	972.00
Grounds maintenance	<u>4,356.00</u>
Total	\$9,320.00

#### **Operating Costs Comparison – current to new facility operating 52 hours per week:**

	Current	Projected	Difference
Staffing	\$343,993.00	\$447,052.00	\$103,059.00
Utilities	12,174.00	15,000.00	2,826.00
Rent	35,400.00	0.00	(35,400.00)
Grounds	0.00	4,356.00	4,356.00
Elevator	<u>0.00</u>	<u>2,100.00</u>	<u>2,100.00</u>
Total	\$391,567.00	\$468,508.00	\$76,941.00

After closing on the property, the Library will file for exemption from property taxes (since the property will not generate income) and will not pay property taxes beyond the initial year.

The initial project cost reported in April included only the renovation cost of \$3,300,000. The addition of architectural, engineering and construction management fees amends the project estimate to \$3,894,000.

Staff has attended meetings of the Clifton Business Association and Clifton Town Meeting. Response from the community towards this project has been positive, with only two concerns voiced – walking distance and impact on the business district.

Mr. Moran noted that the new project estimate is the worst-case scenario; with value engineering, the cost can be improved.

#### 2009/10 Ongoing Maintenance

- contracts totaling \$1,633,464 for the 2009/10 Ongoing Maintenance project were awarded in April. Work has begun and is scheduled for completion by November 2010. Administrative staff request the authority to approve any contract change orders within the total project budget of \$2.5 million. Approved change orders would then be brought to the Board for confirmation.

#### Westwood Annex

- a letter of intent sent to Sr. Ann Rene McConn, President of the Westwood Community Urban Redevelopment Corporation, documents their option to purchase the Library's properties at 3054 and 3064 Harrison Avenue for the appraised price of \$340,000. This option will remain in effect until June 30, with the closing to be held no later than July 31, 2010.

#### Wyoming Branch – City of Wyoming

- on April 14, accompanied by Kim Fender and Ray Hils, he meet with the City of Wyoming to hear their proposal to relocate the Wyoming Branch to a site owned by the City of Wyoming. In considering this proposal, it was determined that the relocation would add minimal space, provide little or no increase in parking, place the branch farther away from the Wyoming Middle School and require substantial renovation. He recommended that the Wyoming Branch remain in its present location.

Mrs. Khoury asked Greg Edwards and Ray Hils for their comments about the proposed relocation of the Clifton Branch. Greg Edwards responded that the Brookline Avenue site was a unique property and that the Library Services staff was excited about the project. Ray Hils noted that it would provide parking – something the current location does not provide.

Mr. Hendon moved that the Board approve the Facilities Committee Report as submitted, including authorizing administrative staff to approve contract change orders within the project budget and declining the proposal from the City of Wyoming. Mr. Moran seconded.

Voting for the motion: Mr. Hendon, Mr. Moran, Mr. Wright and Mrs. Khoury ... 4 ayes. The motion carried. **(39-2010)**

## **DEVELOPMENT COMMITTEE REPORT**

Mr. Wright reported that:

#### Clifton Branch Relocation Fundraising

- the proposed relocation of the Clifton Branch from a leased facility to the George Cox house would require fundraising an estimated \$3.9 million. Library Trustee Bill Moran has volunteered to lead fundraising efforts for the project. Property owner Michael Dever intends to donate the

property to the Library, with a closing to be held no later than June 30, 2010. Mr. Moran has a verbal commitment for a donation of \$300,000. A Development Committee meeting is scheduled for May 20 to discuss potential funders and coordination with the Foundation's development initiative. Library staff is identifying foundations and other donors and many Clifton supporters have volunteered to assist with fundraising.

#### Library Foundation

- the Library Foundation held its quarterly meeting on April 22. The Foundation balance sheet shows total assets of approximately \$347,000.
- The directors approved two grants for Library support: \$30,000 to purchase 12 *Early Literacy Stations* and \$40,000 for the Pleasant Ridge ADA project.
- The Foundation's Development Committee will meet with the Library's Development Committee concerning the Foundation's development initiative.
- the Foundation received notification from the Scripps Howard Foundation that a \$1,000 grant has been approved that will help underwrite the Library's Shared Reading Project and Early Learning Express program.
- the Foundation received \$5,000 from William and Mary Lennard designated for the Pleasant Ridge ADA project.

#### Friends of the Public Library

- the Friends sale April 16 and 17 at the Pleasant Ridge Library Branch grossed \$3,808.
- at the Madeira Flea Market on April 25, the Friends offered used books for sale (grossed \$133.25) and the branch provided information about its programs and services.
- the Annual Downtown Sale at the Main Library will be June 6 – 11.
- the Friends quarterly board meeting and the Annual Members meeting were held on April 23. Directors re-elected for a three-year term are Eunice Abel, Jay DeWitt, Consuelo Harris, Jim Jones, Patricia King and Tonia Moorman. Two new directors, Maura Kelly and Todd Neumann, were also elected.
- Friends support to the Library in their past fiscal year exceeded \$208,000. Their online book sales were over \$47,000. Branch sales, at \$38,231, were up 59% over the same time last year.

Mrs. Khoury announced that Mr. Sittenfeld has asked to resign from the Development Committee and his request will be honored.

The report was received and filed.

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

Amy Banister, Director of Public Relations, 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:

### Library Levy Results

- there were 29 Ohio library levies on the May 4 ballot. Only four, all new levies, failed.

### Primary Election Results

- no incumbent Hamilton County Ohio Representatives or Ohio Senators lost their candidacy in the Primary Election on May 4.

### OPERS Legislation

- legislation has not yet been introduced to alter benefit levels of the Ohio Public Employee Retirement System (OPERS). The legislation is anticipated because of the substantial drop in the value of pension funds as a result in the economic downturn.

### Local Government Commission

- the Commission on Local Government Reform and Collaboration will release its final report before July 1, 2010, following almost two years of research and review of best practices in efficiencies in local government. Lynda Murray, Ohio Library Council's Director of Government and Legal Services, serves on the Commission and has stated that most of the recommendations will relate to county, municipality and township government.

The report was received and filed.

## AD HOC LIBRARY FUNDING COMMITTEE REPORT

### Update on Planning Process

Ms. Fender reported that OrangeBoy completed approximately 400 intercept surveys at 17 library locations and that an online cardholder survey ended May 7. Survey data are now being compiled.

A one-day circulation snapshot shows our Library's strong book circulation. On this day, 42.9% of active cardholders had items checked out.

Item Type	Item Count	Cardholder Count
Books	397,895	97,448
Music	52,024	15,871
Video/DVD	115,154	29,658
Audiobooks/ Playaways	25,905	10,347
Magazines	23,455	5,102

In response to Mrs. Khoury's question about the next steps, Ms. Fender advised that all the survey data would be compiled and reviewed.

The report was received and filed.

The Regular Meeting was then adjourned.

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President

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Attest: Secretary