

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

Date: October 8, 2013

Meeting: Regular

Place: Board Room - Avondale Branch Library - 3566 Reading Road

REGULAR MEETING

CALL TO ORDER

ROLL CALL

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

Trustees Absent: Mrs. Trauth

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

PUBLIC COMMENTS

None.

ACTION ITEMS

FINANCE & AUDIT COMMITTEE REPORT

Mr. Zaring requested:

RESOLUTION ACCEPTING TAX LEVY AMOUNT AND RATE

Hamilton County Auditor Dusty Rhodes has forwarded to all County Fiscal Officers the following resolution for acceptance of 2014 tax levy rates and amounts. The resolution is to be approved by each board and returned to the Auditor before October 24.

Resolution Accepting the Amounts and Rates as Determined by the Budget Commission & Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor

Board of Trustees
Rev. Code, Secs. 5705.34

Mr. Zaring moved that the Board approve the resolution, appropriation changes, and the transfer as proposed. Mr. Hendon seconded.

Voting for the motion: Mr. Hendon, Mr. Sittenfeld, Mr. Zaring, Mrs. LaMacchia, Mr. Wright, and Mr. Moran...6 ayes. The motion carried. (22-2013).

LIBRARY OPERATIONS – FACILITIES COMMITTEE REPORT

The Library Operations – Facilities Committee met October 3, 2013. Committee Chairman Bob Hendon and Committee member Ross Wright attended (via teleconference), and staff members Kim Fender, Greg Edwards, Molly DeFosse, and Jeff Gerrein were in attendance.

Mr. Hendon recommended that the Board take the following action:

AUTHORIZATION FOR PUBLIC BIDDING – MAIN LIBRARY ROOF REPLACEMENT PROJECT

Approve placing the following bid advertisement for the Main Library Roof Replacement project. Further, authorize the Library Director to review bids with the Chair of the Facilities Committee and enter into a contract with the low bidder.

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, November 19, 2013, for furnishing of labor, materials, equipment, services and supervision necessary to complete the project titled:

MAIN LIBRARY ROOF REPLACEMENT

Proposals shall be in accordance with the Contract Documents prepared by K4 Architecture, LLC, 555 Gest Street, Cincinnati, OH 45203, 513/455-5005. 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.

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

TC-01 General Trades.....	\$1,965,000.00
Total	\$1,965,000.00

The Summary of Work for the proposal in TC-01 is:

General Trades work associated with the replacement of 51,000sf of membrane roofing on multiple levels. The proposed work is to include the following:

Remove existing built up roofing system to deck, and install new insulation and modified bitumen membrane roofing system. Install new base flashing, new metal edge counter flashing at wall locations, new metal edge flashing or coping where applicable, new leads at existing roof drains and vent pipe locations, and new flashings at all other penetrations.

Refurbish (3) terraces with new membrane roofing and pavers on pedestals.

Also included will be demolition and removal of abandoned chiller platform and screen, and repairs to existing pipe and tube railing at terraces

Starting Monday, October 28, 2013, bidders may purchase Contract Documents (full sets only) at the cost of reproduction from ARC Reprographics, 2863 Sharon Rd., Cincinnati, OH 45241, 513/326-2300.

A pre-bid meeting will be held at the Main Library, 800 Vine Street, Cincinnati, Ohio 45202 on Wednesday, November 6, 2013, 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 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 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.

AVONDALE ACCESSIBILITY PROJECT

Approve that a contractor does not meet the standard of responsible bidder, required by the Ohio Revised Code, if the contractor appears on the Ohio Facilities Construction Committee (OFCC) debarment list.

Approve the following contract awards and project budget if Triton Services does not appear on the OFCC debarment list.

Contractor	Bid
Triton Services	\$640,800.00
Blau Mechanical	\$27,547.00
Hudson Piping	\$196,830.00
<u>United Electric</u>	<u>\$119,000.00</u>
TOTAL	\$984,177.00

Project Budget:	
Contracts:	\$984,177.00
<u>Contingency:</u>	<u>\$98,400.00</u>
Total Budget:	\$1,082,577.00

Approve the following contract awards and project budget if Triton Services is found to appear on the OFCC debarment list.

Contractor	Bid
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DER Development Co.	\$653,335.00
Blau Mechanical	\$27,547.00
Hudson Piping	\$196,830.00
<u>United Electric</u>	<u>\$119,000.00</u>
TOTAL	\$996,712.00

Project Budget:	
Contracts:	\$996,712.00
<u>Contingency:</u>	<u>\$99,670.00</u>
Total Budget:	\$1,096,382.00

Authorize the Director to approve change orders that do not increase the overall budget and to execute the Certificate of Substantial Completion. All change orders will be reported to the Board for confirmation.

Please note that since bids were just received on October 1, these numbers are preliminary and may change. If there is a change, the results will be reviewed with the Chair of the Library Operations – Facilities Committee and reported to the Board in December.

ST. BERNARD/READING PROJECT

Authorize the Director to enter into a contract with the firm of Dugan & Meyers Construction Co., the firm the Board ranked second when reviewing Statements of Qualifications for construction management services, should negotiations with Messer reach an impasse negatively impacting the project’s timeline.

CLIFTON PROJECT

Approve increasing the contract with McClorey & Savage by \$32,000 rather than hiring a construction manager and to bid the work with a General Contractor instead of individual trades.

At the Committee meeting, Robin Savage with McClorey & Savage provided an update and overview of the designs, including mostly completed floor plans for all three floors.

ENERGY RETROFIT PROJECT PHASE II

Approve transferring 70% of the EAct tax credit to Building Intelligence Group LLC and 30% of the tax credit to Motz Consulting Engineers Inc. The Library will receive commissioning services from Building Intelligence Group at no cost.

Before finalizing this decision, we will review the matter with the Prosecutor’s Office.

LIBRARY BOUNDARY CONFIRMATION

Approve the Library’s service boundary as the boundary of Hamilton County.

For Information Only:

GROUNDBREAKING AT AVONDALE BRANCH

At 10:30 following the Board Meeting, a groundbreaking ceremony will take place at the Avondale Branch. Board President William J. Moran will serve as master of ceremonies.

SHOPPING CENTER OWNER IS CITED BY VILLAGE OF GREENHILLS

The Village of Greenhills issued 8 misdemeanor citations for various code violations to Samuel Huttenbauer, owner of the Greenhills Shopping Center where the Greenhills branch is located. Staff will continue to monitor the situation.

MADEIRA ENGINEERING REVIEW BY THP

An engineering review conducted by THP determined that cracks in the masonry and popping sounds are caused by the expansion and contraction of the roof steel framing from changes in temperature and swelling of the soil below the brick foundations. Their recommendation for immediate repairs include, resetting loose bricks, tuck-pointing mortar joints, and applying flexible joint sealant. Underpinning the concrete footing supporting the brick walls is not recommended at this time. Ongoing monitoring by staff of the cracks is also recommended.

S&J CAFE

On August 19, Stefan Skirtz, owner of the café met with the Director and informed her that the café was closing immediately. The rent on the space is not current and the owner has failed to remove all equipment and supplies as required by the lease. Charlie Anness of the Hamilton County Prosecutor's Office is assisting in this matter.

Mr. Hendon moved that the Board approve the recommendations as proposed. Mrs. LaMacchia seconded.

Voting for the motion: Mr. Hendon, Mr. Sittenfeld, Mr. Zaring, Mrs. LaMacchia, Mr. Wright, and Mr. Moran...6 ayes. The motion carried. **(23-2013)**.

LIBRARY OPERATIONS – SERVICES COMMITTEE REPORT

Mrs. LaMacchia introduced Cate Malone, the Avondale Branch Manager.:

CATE MALONE, AVONDALE MANAGER

Cate Malone began her library career in 2011 at the Clermont County Public Library serving as an Adult Service Specialist and a Youth Service Specialist. Cate came to the Library in the fall of 2011 as the Children's Librarian at the Avondale Branch, and was appointed to the Branch Manager's position in the spring of 2013. In addition to her MLS from the University of Kentucky, Cate also holds a BS and MA in Communications from Ohio University. While working on her MLS, Cate taught general education courses at a local technical college. Her commitment to the community is demonstrated through the partnerships with various organizations including Gabriel's Place Community Market, the Center for Closing the Health Gap, and local schools and daycares.

Ms. Malone reported:

AVONDALE COMMUNITY EXCITED ABOUT THE BUILDING PROJECT

The Avondale community is very excited about the accessibility project getting underway, which will expand access, reopen the programming area and add restrooms to the first floor. The Avondale branch currently enjoys very strong community support as demonstrated by its heavy use. The branch ranks in the top 10 of all locations for PC usage and in the top 20 for library visits year-to-date. Avondale staff offer many essential programs to the community, including a new GED Study Hour. Avondale staff members also are heavily involved in outreach activities to the community including outreach activities to five area elementary schools and regularly visiting four nearby preschools. In September, a new school, The STEAM Academy, opened next door to the branch. The school is without their own library, and several classes have scheduled weekly visits with the Children's Librarian, Ashley Barnhill. Over the last month alone the branch has seen an increase in visits on Saturdays and over the last year an increase in meeting room reservations. The completion of the accessibility project will only increase the importance of the branch to the Avondale community and see its use increase.

Mrs. LaMacchia reported that:

TECHNICAL SERVICES REORGANIZATION COST SAVINGS UPDATE

It was reported at the February Board meeting that the Library's Technical Services Division is being reorganized and will result in a savings of approximately \$500,000 annually. Now that the project is nearly complete, more detailed and specific cost savings figures are available and outlined below. As full-time positions turnover and are replaced with part-time positions, these savings will increase.

Annual Staffing and Process Savings	\$437,189
One-time Implementation Costs	\$104,323
Estimated Savings over 5 Years	\$2,081,622

STREAMING VIDEO SERVICES ADDED

The Library recently added two new streaming video services, Freegal Movies and Hoopla, to our downloadable collections. We were the first library in the state of Ohio to offer Freegal Movies, a great addition to Freegal's music services which are among our most popular downloadable collections. Both Freegal movies and Hoopla allow customers to stream movies and television episodes to their computer or mobile device.

ADDITIONAL E-BOOK SERVICE LAUNCHED

On October 1 the Library launched the 3M Cloud Library service. Until now the Library has offered customers access to ebooks through two services, Freeding and Overdrive. While the 3M product offers books from a variety of publishers, until very recently it was the only vendor to offer books published by Penguin. 3M's Penguin selection is much stronger at this point, and their product has also been found to be easier to use. Staff will evaluate the effectiveness of these services to determine what the best options are for offering ebooks.

PILOT PROJECT BRINGS IPADS TO SENIOR LIVING CENTERS

This fall Outreach Services will be loaning iPads and iPad minis to residents of two senior residential facilities in Hamilton County. The residents will be taught to download ebooks from the Library's website, set up an email account, and use the Internet with the devices. Helpful apps will also be preloaded onto each iPad. Those seniors participating will be able to download books as often as they wish without having to wait for the next library visit. Another key benefit will be the ability to adjust the size of the print to meet their needs.

MOBILE DEVICES CHANGING REFERENCE SERVICE AT THE MAIN LIBRARY

Effective September 30 services to customers on the third floor of the Main Library's Information and Reference Department are being delivered using mobile devices rather than via a traditional reference desk. The reference desk has been removed from this area and staff members are now equipped with tablet devices which provide easy access to the Library's ILS and online reference resources.

TECHNOLOGY PLAN

In order to remain eligible for the telecommunications discounts known as e-rate discount or universal services discounts the Library must update its technology plan every three years and submit it to the State Library of Ohio. It is requested that the Board approve the Technology Plan, attached as Exhibit I. Please note that this Plan was developed according to the format and guidelines required for participation in this program.

AFFORDABLE CARE ACT PROGRAMS

Throughout October, the Library is partnering with the AARP to present educational programs on the Affordable Care Act. The presentations will discuss the details of the health care law and discuss how the Affordable Care Act affects those who are insured, uninsured, and have Medicare plans. The Library's web site has additional information on the Affordable Care Act as well.

160th ANNIVERSARY CELEBRATION

On October 19 from noon to 3pm, the Library will celebrate 160 years of service to the community. A variety of activities for the entire family will take place at the Main Library including:

- Music with Zak Morgan and jazz with the Chris Barrick Quartet
- 160 Years of Innovation: Celebrating the Past, Present and Future of the Public Library exhibit
- Exhibit scavenger hunt for all ages
- Library history lecture with John Fleischman
- Children's activities such as face painting, balloon artists, crafts, games and magic
- Refreshments

The 160th Anniversary Celebration is sponsored by the Friends of the Public Library and the Library Foundation.

ONE CITY, ONE SYMPHONY

For the second year, the Library is pleased to partner with the Cincinnati Symphony Orchestra to present One City, One Symphony. This year's program will bring the community together in a remarkable shared experience to explore the themes of fate and redemption through Tchaikovsky's

Symphony No. 4. The Library will provide resource materials, recordings and listening guides and the Main Library will host a listening party on October 23 at 7pm.

TAFT MUSEUM OF ART PARTNERSHIP

In partnership with the Taft Museum of Art, the Main Library is hosting Duncanson Artist-in-Residence Diane Macklin for two special storytimes on October 26 at 10:30am and 2pm. A master storyteller and certified educator, Macklin offers a unique blend of theater, rhythm, language and movement that engages children and adults in a dynamic storytelling experience.

59TH ANNUAL VETERANS DAY COMMEMORATION

The 59th Annual Veterans Day Commemoration will take place on Monday, November 11 at 10:45am. This year's event features keynote speaker Robert Stachler, a Korean War veteran, who was a first lieutenant in the 32nd Infantry Division. This year's event will also feature a few changes from past events, including music by Brass without Borders, a brass quartet from the University of Cincinnati – College Conservatory of Music. Additionally, the Veterans Day Commemoration will include the unveiling of the Veterans History Project kiosk, allowing Library visitors to access the vast collection of Veterans History Project interviews conducted at the Library. As well, a flag flown over the Capital and presented to the Library by Senator Rob Portman in recognition of the Library receiving the IMLS award will be installed in the Veteran's Exhibit Case. Each veteran who attends the event will receive a commemorative "challenge coin."

THE BOOK ART OF WILL HILLENBRAND

Select illustrations from local author/illustrator Will Hillenbrand will be on view October 25 –January 6 in the Main Library's atrium. His beloved children's books include such favorites as Kite Day, Mother Goose Picture Puzzles, and Sleep, Big Bear, Sleep.

MARKETING EFFORTS FOCUS ON DIGITAL DELIVERY

Over the past few months the Library's marketing efforts have been focused on delivering the message directly to users via e-mail. Two e-blast messages are now going out weekly, each to approximately 150,000 e-mail subscribers. Each e-mail is a simple graphic designed to promote a single event or service, or deliver a single message. The "open rate" (number of e-mails opened) for each e-mail is strong, and the results are equally strong. For instance, recently when the Library sent out an e-blast promoting streaming video a 40% increase in downloads resulted that same day.

Mrs. LaMacchia moved that the Board approve the technology plan included in the report. Mr. Hendon seconded.

Voting for the motion: Mr. Hendon, Mr. Sittenfeld, Mr. Zaring, Mrs. LaMacchia, Mr. Wright, and Mr. Moran...6 ayes. The motion carried. **(24-2013)**.

RESOLUTION SUPPORTING THE FEDERAL eBook PROJECT

Mr. Moran submitted a Resolution supporting the Ohio Library Council's eBook project. The resolution is identical to the concurrent resolution introduced in the General Assembly urging Ohio's

Congressional delegation to introduce legislation that will deal with publisher's restrictions limiting accessibility and impacting affordability of popular digital content.

RESOLUTION

To urge Ohio members of the Congress of the United States to seek a legislative solution to ensure public access to e-book materials through public libraries.

BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY:

WHEREAS, Public libraries in Ohio are open 1.8 million hours a year to all Ohioans; and

WHEREAS, 2.1 million children and 6.7 million adults are cardholders at public libraries in Ohio; and

WHEREAS, Technology has enabled public libraries to provide e-books, which are rapidly growing in popularity with public library customers; and

WHEREAS, The increasing demand for public libraries to offer e-books is difficult to meet because some major publishers refuse to sell or license e-books to public libraries; and

WHEREAS, Public library customers are increasingly requesting e-books, only to be informed that major publishers will not sell or lease requested titles to public libraries; and

WHEREAS, By denying public libraries access to e-books, and by making e-books cost prohibitive, publishers have limited access to information to only those who can afford to purchase it; and

WHEREAS, This issue should be fully examined and considered so that all children and adults have access to informational materials to enable all citizens to compete in the digitalized global economy; now therefore be it

RESOLVED, That we, the Trustees of the Public Library of Cincinnati and Hamilton County, respectfully request that Ohio members of the Congress of the United States seek a legislative solution to ensure public access to e-book materials through public libraries; and be it further

RESOLVED, That the Clerk of the Board transmit duly authenticated copies of this resolution to the Governor of Ohio, Ohio members of the Congress of the United States, and the news media of Ohio.

Mr. Moran moved that the Board approve the recommendations as proposed. Mr. Wright seconded.

Voting for the motion: Mr. Hendon, Mr. Sittenfeld, Mr. Zaring, Mrs. LaMacchia, Mr. Wright, and Mr. Moran...6 ayes. The motion carried. **(25-2013)**.

CONSENT AGENDA ITEMS

Mr. Moran presented the following items for approval:

- Minutes of the Regular Meeting held August 13, 2013.
- Change Orders
- Investment Report (summary of invested balances) as of August 31, 2013 and September 30, 2013.

	Amount As of 08/31/2013	Amount As of 09/30/2013
<u>Operating Account</u>		
General Fund	\$22,873,466.31	\$21,956,914.63
Insurance/Indemnification	230,000.00	230,000.00
Special Revenue Funds	338,740.37	340,639.06
Building and Repair	4,776,099.57	4,729,284.88
Permanent Trust Funds	<u>1,649,930.58</u>	<u>1,641,395.21</u>
	\$29,868,236.83	\$28,898,233.78
STAR Ohio		
Building and Repair	1,046,614.61	1,046,638.80
Managed Investments (Trust Funds):		
Permanent Trust Funds	<u>\$6,728,176.00</u>	<u>\$6,728,176.00</u>
GRAND TOTAL	<u>\$37,643,027.44</u>	<u>\$36,673,048.58</u>

- Monthly Financial Reports – for the periods ending August 31, 2013 and September 30, 2013.
- Personnel Change Report reflects changes through September 28, 2013.

Action	Agency	Position Title	FTE	Employee Name	Effective Date
APPOINTMENT	ANDERSON BRANCH	STUDENT SHELVER	0.30	BISHOP, LILY	08/18/2013
APPOINTMENT	AVONDALE BRANCH	HOMEWORK AIDE	0.30	BUSH, ANGEL	09/15/2013
APPOINTMENT	AVONDALE BRANCH	LIBRARY SERVICES ASSISTANT	0.50	DEWALD, HANNAH	08/18/2013
APPOINTMENT	CATALOG & PROCESSING	LINE ASST PHYSICAL PROCESSING	0.50	MOTT, SAMUELLE A	08/04/2013
APPOINTMENT	CIRCULATION SERVICES	LIBRARY SERVICES ASSISTANT	0.50	JANSSON, LORI B	07/21/2013
APPOINTMENT	CIRCULATION SERVICES	LIBRARY SERVICES ASSISTANT	0.50	WILLIAMS, SARA L	08/04/2013
APPOINTMENT	COLLEGE HILL BRANCH	LIBRARY SERVICES ASSISTANT	0.50	ANDERSON, SETH	08/18/2013
APPOINTMENT	DEER PARK BRANCH	HOMEWORK AIDE	0.30	CHARNEY, AMANDA J	09/01/2013
APPOINTMENT	DEER PARK BRANCH	LIBRARY SERVICES ASSISTANT	0.50	SEARFOSS, RENEE C	09/15/2013
APPOINTMENT	DEER PARK BRANCH	STUDENT SHELVER	0.30	LICHON, IVY S	09/15/2013
APPOINTMENT	FISCAL OFFICE	ADMIN ASS'T - FISCAL	1.00	PLAVER, STEPHANIE M	09/15/2013
APPOINTMENT	FOREST PARK BRANCH	CHILDREN'S LIBRARIAN	1.00	CASTLEBERRY, TRAVIS S	07/21/2013
APPOINTMENT	GREEN TOWNSHIP	LIBRARY SERVICES	0.50	KEES, KATELYN	08/18/2013

	BRANCH	ASSISTANT			
APPOINTMENT	GROESBECK BRANCH	STUDENT SHELV	0.30	BEHRMANN, JENNA	08/18/2013
APPOINTMENT	GROESBECK BRANCH	STUDENT SHELV	0.30	BURKE, MADELINE	08/18/2013
APPOINTMENT	GROESBECK BRANCH	STUDENT SHELV	0.30	HAMPTON, NAOMI	08/18/2013
APPOINTMENT	HARRISON BRANCH	STUDENT SHELV	0.30	BROCK, GRACE L	09/01/2013
APPOINTMENT	HARRISON BRANCH	STUDENT SHELV	0.30	LAKAMP, LIZZI	09/01/2013
APPOINTMENT	HUMAN RESOURCES	HR REP/ VOLUNTEER COORDINATOR	0.50	LUXENBERGER, LEE ANN	08/18/2013
APPOINTMENT	HYDE PARK BRANCH	STUDENT SHELV	0.25	BRANDICOURT, SARAH A	08/18/2013
APPOINTMENT	HYDE PARK BRANCH	STUDENT SHELV	0.25	NIKAIDOH, KATHERINE M	08/04/2013
APPOINTMENT	LOVELAND BRANCH	LIBRARY SERVICES ASSISTANT	0.50	JACKSON, HOLLY A	08/04/2013
APPOINTMENT	MADEIRA BRANCH	LIBRARY SERVICES ASSISTANT	0.50	WHITE, ELIZABETH W	07/21/2013
APPOINTMENT	MADEIRA BRANCH	STUDENT SHELV	0.30	BRADNER, KEVIN M	08/18/2013
APPOINTMENT	MADEIRA BRANCH	STUDENT SHELV	0.30	JONES, ELIZABETH A	08/18/2013
APPOINTMENT	MADEIRA BRANCH	STUDENT SHELV	0.30	RETTIG, MAYLIN	08/04/2013
APPOINTMENT	MADISONVILLE BRANCH	HOMEWORK AIDE	0.30	BELL, RONDA	09/01/2013
APPOINTMENT	MAINTENANCE & CUSTODIAL SRV	CUSTODIAN	0.50	BURK, JASON	08/18/2013
APPOINTMENT	MARKETING	CONTENT SPECIALIST	1.00	SMITH, VERONICA N	09/01/2013
APPOINTMENT	MARKETING	CONTENT TEAM LEADER	1.00	HURSH, ANGELA	07/21/2013
APPOINTMENT	MARKETING	WEB DEVELOPER	1.00	UHLER, SCOTT F	09/01/2013
APPOINTMENT	MIAMI TOWNSHIP BRANCH	LIBRARY SERVICES ASSISTANT	0.50	KOSCHMEDER, NICOLE	09/15/2013
APPOINTMENT	MONFORT HEIGHTS BRANCH	LIBRARY SERVICES ASSISTANT	0.50	LARUE, ROBIN	09/01/2013
APPOINTMENT	MONFORT HEIGHTS BRANCH	SENIOR LIBRARY ASSISTANT	0.50	OSTERBUR, ANDREA L	09/01/2013
APPOINTMENT	MONFORT HEIGHTS BRANCH	STUDENT SHELV	0.25	OREILLY, RACHEL E	09/01/2013
APPOINTMENT	MONFORT HEIGHTS BRANCH	STUDENT SHELV	0.25	RIESENBECK, ROBERT M	09/01/2013
APPOINTMENT	NORTH CENTRAL BRANCH	HOMEWORK AIDE	0.30	GREER, KAIYRA A	08/18/2013
APPOINTMENT	NORTH CENTRAL BRANCH	STUDENT SHELV	0.30	CONLEY, LAURA	09/01/2013
APPOINTMENT	NORTH CENTRAL BRANCH	STUDENT SHELV	0.30	HELM, JAMAIRA	09/01/2013
APPOINTMENT	NORTH CENTRAL BRANCH	STUDENT SHELV	0.30	PRICE, DARIAN	09/15/2013
APPOINTMENT	OAKLEY BRANCH	HOMEWORK AIDE	0.30	POSPISIL, FRANCIS C	09/15/2013
APPOINTMENT	POPULAR LIBRARY	SHELV	0.50	PHILPOTT, CIERA L	07/21/2013
APPOINTMENT	POPULAR LIBRARY	SHELV	0.50	PRINCE, NIKIA C	07/21/2013
APPOINTMENT	SHARONVILLE BRANCH	STUDENT SHELV	0.30	EAGAN, EMILY L	08/04/2013

APPOINTMENT	SHARONVILLE BRANCH	STUDENT SHELVER	0.30	SCHLAACK, HANNA M	08/04/2013
APPOINTMENT	SORTING & MATERIALS RETRIEVAL	PAGE	0.50	SCHWARBERG, ALISON L	09/01/2013
APPOINTMENT	SORTING & MATERIALS RETRIEVAL	PAGE	1.00	ATKINSON, MARY	08/18/2013
APPOINTMENT	SORTING & MATERIALS RETRIEVAL	SORTER	0.50	JOHNSTON, KYLE	08/18/2013
APPOINTMENT	SORTING & MATERIALS RETRIEVAL	SORTER	0.50	MCCALL, HARRY	08/18/2013
APPOINTMENT	SORTING & MATERIALS RETRIEVAL	SORTER	0.50	MEYERS, ZACHAREY	09/15/2013
APPOINTMENT	ST BERNARD BRANCH	LIBRARY SERVICES ASSISTANT	0.50	RUDAWSKY, ETHAN W	07/21/2013
APPOINTMENT	SYMMES TOWNSHIP BRANCH	STUDENT SHELVER	0.30	BRAIDICH, ALEXANDER J	08/18/2013
APPOINTMENT	SYMMES TOWNSHIP BRANCH	STUDENT SHELVER	0.30	DOSANI, ATIYA A	08/18/2013
APPOINTMENT	SYMMES TOWNSHIP BRANCH	STUDENT SHELVER	0.30	HOYER, ZACHARY	08/18/2013
APPOINTMENT	SYMMES TOWNSHIP BRANCH	STUDENT SHELVER	0.30	MATTARIDI, EMME	08/18/2013
APPOINTMENT	SYMMES TOWNSHIP BRANCH	STUDENT SHELVER	0.30	VENZIN, ANTHONY	09/01/2013
APPOINTMENT	TECHCENTER	SENIOR LIBRARY SRVS ASSISTANT	0.50	GIBSON, COREY S	08/18/2013
APPOINTMENT	TECHCENTER	SENIOR LIBRARY SRVS ASSISTANT	0.50	STINSON, JOHN M	07/21/2013
APPOINTMENT	TEENSPOT	STUDENT SHELVER	0.25	BARNEY, JADA A	09/15/2013
APPOINTMENT	TEENSPOT	TEEN LIBRARIAN	1.00	THOMPSON, JAMI M	08/18/2013
APPOINTMENT	VIRTUAL INFORMATION CENTER	LIBRARY SERVICES ASSISTANT	0.50	ENGELKAMP, JOSEPH W	08/04/2013
APPOINTMENT	VIRTUAL INFORMATION CENTER	LIBRARY SERVICES ASSISTANT	0.50	RUFFIN, RYNETTA J	07/21/2013
APPOINTMENT	VIRTUAL INFORMATION CENTER	LIBRARY SERVICES ASSISTANT	0.50	WULLENWEBER, CHELSEA J	08/18/2013
APPOINTMENT	WYOMING BRANCH	STUDENT SHELVER	0.30	SEMPSPROTT, NATHANIEL A	08/04/2013
APPOINTMENT	BLUE ASH BRANCH	STUDENT SHELVER	0.25	DOWLING, SHANNON	08/18/2013
APPOINTMENT	CORRYVILLE BRANCH	CHILDREN'S LIBRARIAN	1.00	BAMBRICK, MEGAN	09/01/2013
APPOINTMENT	HARRISON BRANCH	STUDENT SHELVER	0.30	DAVIS, KATELYN E	08/04/2013
APPOINTMENT	LOVELAND BRANCH	LIBRARY SERVICES ASSISTANT	0.50	SMITH, CHRISTOPHER W	08/04/2013
APPOINTMENT	MONFORT HEIGHTS BRANCH	LIBRARY SERVICES ASSISTANT	0.50	BURNS, THOMAS	08/18/2013
APPOINTMENT	SHARONVILLE BRANCH	LIBRARY SERVICES ASSISTANT	0.50	HARMON, TIFFANY R.	09/01/2013
APPOINTMENT	SHARONVILLE BRANCH	STUDENT SHELVER	0.30	MAYO, CAROLINE V	09/15/2013
CHANGE	HUMAN RESOURCES	HUMAN RESOURCES REP	1.00	HARDIN, KYLA D.	07/21/2013
CHANGE	MADEIRA BRANCH	LIBRARY SERVICES ASSISTANT	0.60	CEDILLO, THEODORE R.	07/21/2013

CHANGE	OUTREACH SERVICES	SHELVER	0.70	ROSADO, STEPHANIE	08/18/2013
CHANGE	GREEN TOWNSHIP BRANCH	LIBRARY SERVICES ASSISTANT	0.50	SCHMALTZ, JENNIFER M	08/04/2013
CHANGE	GROESBECK BRANCH	HOMEWORK AIDE	0.30	SCHAICH, GLENN A.	08/18/2013
CHANGE	HARRISON BRANCH	LIBRARY SERVICES ASSISTANT	0.50	ENNEKING, CORRIE G.	08/04/2013
CHANGE	NORWOOD BRANCH	BRANCH MANAGER	1.00	JACKSON, MAGDALENE G.	07/21/2013
CHANGE	PRICE HILL BRANCH	HOMEWORK AIDE	0.30	COOPER, EILEEN	09/01/2013
CHANGE	SERVICE OPERATIONS	FLOATER MANAGER	1.00	LONG, AMY C.	08/18/2013
CHANGE	WEST END BRANCH	BRANCH MANAGER	1.00	PETERSON, PATRICIA A.	08/18/2013
CHANGE	WYOMING BRANCH	LIBRARY SERVICES ASSISTANT	0.50	ZUBER, KATELYN N	08/18/2013
CHANGE	INFORMATION & REFERENCE DEPT	SENIOR LIBRARY SRVS ASSISTANT	1.00	FRANKLIN, EVONNE	09/01/2013
CHANGE	SERVICE OPERATIONS	LIBRARY SERVICES FLOATER	1.00	SAWYER, ANNE M.	09/01/2013
CHANGE	SHIPPING & RECEIVING	MAIL CLERK	1.00	YARBROUGH, KEVIN J	09/01/2013
CHANGE	SHIPPING & RECEIVING	SHIPPING & RECEIVING MANAGER	1.00	TODD, MATTHEW A	09/01/2013
CHANGE	SHIPPING & RECEIVING	TRUCK DRIVER TEMPORARY	1.00	CURTIS JR., STEPHEN J.	09/15/2013
CHANGE	SORTING & MATERIALS RETRIEVAL	MATERIALS RETRIEVAL MANAGER	1.00	ANDERSON, ARPI C	09/01/2013
CHANGE	VIRTUAL INFORMATION CENTER	LIBRARY SERVICES SPECIALIST	1.00	MARTIN, NIMAT H	09/01/2013
DEMOTION	OUTREACH SERVICES	SHELVER	0.50	MCGORON, MARY C.	09/01/2013
DEMOTION	SHARONVILLE BRANCH	SENIOR LIBRARY SRVS ASSISTANT	0.50	BRANNIN, ALDER M.	09/01/2013
DEMOTION	SORTING & MATERIALS RETRIEVAL	PAGE	0.50	GOLAND, KATHERINE A.	08/18/2013
DEMOTION	SORTING & MATERIALS RETRIEVAL	SORTER	1.00	BELL, CHARLES A	08/18/2013
DEPARTURE	ANDERSON BRANCH	STUDENT SHELVER	0.30	DROTT, ANDREA J.	08/17/2013
DEPARTURE	ANDERSON BRANCH	STUDENT SHELVER	0.30	VILARDO, SARAH A	08/21/2013
DEPARTURE	ANDERSON BRANCH	STUDENT SHELVER	0.30	JASKOWIAK, CAITLYNN A.	08/31/2013
DEPARTURE	AVONDALE BRANCH	LIBRARY SERVICES ASSISTANT	0.50	FRANCESANGELO, RONALD M.	07/31/2013
DEPARTURE	BLUE ASH BRANCH	STUDENT SHELVER	0.25	ECK, COLLEEN	08/03/2013
DEPARTURE	BLUE ASH BRANCH	STUDENT SHELVER	0.25	OKEEFE, MEGHAN C	08/09/2013
DEPARTURE	BOND HILL BRANCH	HOMEWORK AIDE	0.30	MILLER, KILEY K	08/14/2013
DEPARTURE	CATALOG & PROCESSING	LINE ASST ELECTRONIC PROCESSIN	1.00	RACHFORD, JENNIFER R.	09/13/2013
DEPARTURE	CIRCULATION SERVICES	LIBRARY SERVICES ASSISTANT	0.50	KEELER, KAROLYN	07/31/2013

DEPARTURE	CIRCULATION SERVICES	LIBRARY SERVICES ASSISTANT	0.50	KELLEY, LEANDRA-JULIET	08/30/2013
DEPARTURE	DIGITAL SERVICES	DIGITAL ASSISTANT	1.00	OGRADY, RYAN M	07/24/2013
DEPARTURE	EDUCATION & HOMEWORK SUPPORT	HOMEWORK AIDE - SUMMER	0.75	CLEMENT, SARAH MICHELLE	08/02/2013
DEPARTURE	EDUCATION & HOMEWORK SUPPORT	HOMEWORK AIDE - SUMMER	0.75	MOHS, DANIEL	08/02/2013
DEPARTURE	EDUCATION & HOMEWORK SUPPORT	HOMEWORK AIDE - SUMMER	0.75	PERSICANO, NATALIE M	08/02/2013
DEPARTURE	EDUCATION & HOMEWORK SUPPORT	HOMEWORK AIDE - SUMMER	0.75	WRIGHT, KEYASHA R	08/02/2013
DEPARTURE	GREEN TOWNSHIP BRANCH	STUDENT SHELVER	0.30	SLATTERY, ELIZABETH A.	08/15/2013
DEPARTURE	GROESBECK BRANCH	STUDENT SHELVER	0.30	MEYER, SELAH E.	08/14/2013
DEPARTURE	GROESBECK BRANCH	STUDENT SHELVER	0.30	PAUL, EMILY N.	08/15/2013
DEPARTURE	GROESBECK BRANCH	STUDENT SHELVER	0.30	NISSSEN, SAMANTHA	08/17/2013
DEPARTURE	HARRISON BRANCH	STUDENT SHELVER	0.30	LAKAMP, LIZZI	09/10/2013
DEPARTURE	HYDE PARK BRANCH	STUDENT SHELVER	0.25	KLUS, IVAN T.	08/02/2013
DEPARTURE	INFORMATION & REFERENCE	REFERENCE LIBRARIAN	1.00	LANG, ELIZABETH M.	09/26/2013
DEPARTURE	INFORMATION & REFERENCE	SENIOR LIBRARY SRVS ASSISTANT	0.50	CUPITO, ANNA	08/15/2013
DEPARTURE	INFORMATION & REFERENCE	SHELVER	0.50	BEDINGHAUS, KATE E	09/07/2013
DEPARTURE	LOVELAND BRANCH	STUDENT SHELVER	0.20	GILGEN, LEESA M.	08/13/2013
DEPARTURE	LOVELAND BRANCH	STUDENT SHELVER	0.20	LOOMIS, KATIE R.	09/10/2013
DEPARTURE	MADEIRA BRANCH	STUDENT SHELVER	0.30	FINK, EDWARD	07/27/2013
DEPARTURE	MADEIRA BRANCH	STUDENT SHELVER	0.30	HILL, JULIANNE J.	08/17/2013
DEPARTURE	MARKETING	COMMUNITY RELATIONS MANAGER	1.00	HEGNER, PHYLLIS S.	09/20/2013
DEPARTURE	MATERIALS SELECTION & ACQUISITION	COLLECTION DEVELOPME LIBRARIAN	1.00	WALLACE, MARGERY C.	09/06/2013
DEPARTURE	MONFORT HEIGHTS BRANCH	STUDENT SHELVER	0.25	JUNKER, CELINA M.	08/02/2013
DEPARTURE	MONFORT HEIGHTS BRANCH	STUDENT SHELVER	0.25	STARKEY, ZACHARY	08/31/2013
DEPARTURE	NORTH CENTRAL BRANCH	HOMEWORK AIDE	0.30	GREER, KAIYRA A	08/22/2013
DEPARTURE	NORWOOD BRANCH	LIBRARY SERVICES ASSISTANT	0.50	HAMILTON, ELIZABETH ANNE	09/11/2013
DEPARTURE	OAKLEY BRANCH	STUDENT SHELVER	0.30	YANES, KATHERINE J.	08/08/2013
DEPARTURE	OAKLEY BRANCH	STUDENT SHELVER	0.30	LADOUCEUR, ASHLEY R.	08/16/2013
DEPARTURE	POPULAR LIBRARY	SHELVER	0.50	CAMPBELL, CHARLES S.	08/23/2013
DEPARTURE	POPULAR LIBRARY	STUDENT SHELVER	0.25	JOHNSON, MADELYN R.	08/20/2013
DEPARTURE	SHARONVILLE BRANCH	LIBRARY SERVICES ASSISTANT	1.00	LYTLE, J. BETH	08/23/2013
DEPARTURE	SHARONVILLE BRANCH	STUDENT SHELVER	0.30	LIST, MEGAN R.	07/28/2013

DEPARTURE	SHARONVILLE BRANCH	STUDENT SHELVER	0.30	HARMON, TIFFANY R.	07/26/2013
DEPARTURE	SYMMES TOWNSHIP BRANCH	STUDENT SHELVER	0.30	GREEN, SYDNEY L.	08/02/2013
DEPARTURE	SYMMES TOWNSHIP BRANCH	STUDENT SHELVER	0.30	MANZI, JOEL A.	08/03/2013
DEPARTURE	SYMMES TOWNSHIP BRANCH	STUDENT SHELVER	0.30	BROKAMP, TYLER J.	08/14/2013
DEPARTURE	SYMMES TOWNSHIP BRANCH	STUDENT SHELVER	0.30	BECKER, MATTHEW W.	08/17/2013
DEPARTURE	TECH CENTER	SENIOR LIBRARY SRVS ASSISTANT	0.50	ALLEN, TYRICK J.	09/14/2013
DEPARTURE	TEENSPOT	STUDENT SHELVER	0.25	INMAN, MICHAEL A.	08/10/2013
DEPARTURE	TEENSPOT	TEEN LIBRARIAN	1.00	TIEMEIER, THOMAS E.	07/22/2013
DEPARTURE	MONFORT HEIGHTS BRANCH	LIBRARY SERVICES ASSISTANT	0.50	MULLOY, LOIS A	07/30/2013
DEPARTURE	CORRYVILLE BRANCH	BRANCH MANAGER	1.00	DUGAN, CHARLES F	08/20/2013
DEPARTURE	FISCAL OFFICE	DISBURSEMENTS TEAM LEADER	1.00	JACKSON, JENNIFER	08/15/2013
DEPARTURE	POPULAR LIBRARY	SENIOR LIBRARY SRVS ASSISTANT	0.50	BERG, SARAH J.	08/19/2013
DEPARTURE	SHIPPING & MATERIALS RETRIEVAL	SHIPPING TEAM LEAD	1.00	WASHINGTON JR, THOMAS	08/01/2013
DEPARTURE	SHIPPING & MATERIALS RETRIEVAL	SORTER	0.50	GUNN, KEVIN G.	08/19/2013
DEPARTURE	ST BERNARD BRANCH	LIBRARY SERVICES ASSISTANT	0.50	RUDAWSKY, ETHAN W	08/08/2013
PROMOTION	CATALOG & PROCESSING	CAP MANAGER	1.00	SPAITE, PATRICIA A	07/21/2013
PROMOTION	GREENHILLS BRANCH	BRANCH MANAGER	1.00	WEIKERT, JENNIFER M.	09/15/2013
PROMOTION	HYDE PARK BRANCH	LIBRARY SERVICES ASSISTANT	0.50	BRUNNER, CLARE E.	08/04/2013
PROMOTION	INFORMATION & REFERENCE DEPT	SENIOR LIBRARY SRVS ASSISTANT	0.60	HASTINGS, DEBORAH B.	07/21/2013
PROMOTION	MONFORT HEIGHTS BRANCH	SENIOR LIBRARY ASSISTANT	0.50	CEDDIA, PAMELA S.	09/01/2013
PROMOTION	NORTH CENTRAL BRANCH	LIBRARY SERVICES ASSISTANT	0.50	CEDDIA, ELIZABETH S.	08/04/2013
PROMOTION	NORTH CENTRAL BRANCH	SENIOR LIBRARY SRVS ASSISTANT	0.50	NAPIER, ZACHARY M.	09/01/2013
PROMOTION	SHARONVILLE BRANCH	LIBRARY SERVICES ASSISTANT	0.50	BARTON, JOCELYN M.	09/01/2013
PROMOTION	SHARONVILLE BRANCH	LIBRARY SERVICES ASSISTANT	0.50	WINKLE, AMANDA J.	09/01/2013
PROMOTION	ST BERNARD BRANCH	BRANCH MANAGER	1.00	TOREN-JONES, KATHERYN J.	09/01/2013
PROMOTION	TECHCENTER	SENIOR LIBRARY SRVS ASSISTANT	0.50	CALHOUN, TARICA D.	08/18/2013
PROMOTION	WALNUT HILLS BRANCH	BRANCH MANAGER	1.00	KRAUS, KATHARINE A.	07/21/2013

- Statistical Report for September 2013.

- Top Ten Circulating Titles for September 2013.

Mr. Wright moved that the Consent Agenda Items be approved as submitted. Mrs. LaMacchia seconded.

Voting for the motion: Mr. Hendon, Mr. Sittenfeld, Mr. Zaring, Mrs. LaMacchia, Mr. Wright, and Mr. Moran (except pass on investment report)...6 ayes. The motion carried **(26-2013)**.

INFORMATIONAL ITEMS

EVA JANE ROMAINE COOMBE DIRECTOR'S REPORT

Ms. Fender reported that:

LEADERSHIP CINCINNATI

Leadership Cincinnati will once again hold the afternoon session of its Leading Regionally Day at the Main Library on October 10. Participants in Leadership Cincinnati will hear from Mayoral candidates John Cranley and Roxanne Qualls as well as city managers, County Judge Executives, and other government leaders from the region.

DCI MEMBER EVENT

The Library will host a Downtown Cincinnati, Inc. member event at the Main Library on October 21 from 4:00 to 6:00. The more than 300 members of DCI have been invited to a reception in the Huenefeld Tower Room and tours of the Main Library and the 160th Anniversary exhibit in the Atrium. This is a great opportunity to share our Main Library, the busiest in the country and, after the Reds, the most visited venue downtown, with this group of community leaders.

PRESENTATIONS

This fall is a very busy time for me with a number of presentations to groups scheduled including:

- October 9, the Ohio Library Council Conference, Federal EBook Project
- October 10, DCI, Inc. Board of Directors, Overview of the Library
- October 11, Beyond Civility, welcome remarks
- October 17, Western Hills Community Service Club, general Library information
- October 18, Metallic Club, the National Medal and Library services
- October 27, Indian Hill Church, the Library of the Future
- November 13, SWON Regional Library System mini-eBook conference, keynote address

NERDIEST STATE

The humor website Pleated-Jeans.com labeled Ohio the "Nerdiest State" because it has the highest number of per capita Library visits at 6.9. In 2012 our Library had 9.3 visits per capita. Channel 9 visited the Main Library on September 25 to celebrate this recognition at the country's busiest Main Library.

PLEASANT RIDGE BRANCH IS PRESENTED WITH A RIDGEE AWARD

The Pleasant Ridge Branch Accessibility Project was presented with an award for Best Community Accomplishment, one of several new awards given by the Pleasant Ridge Community Council to honor the best individuals, groups and events of the Pleasant Ridge community. The inaugural event was held on Thursday, September 19 with several current staff of the Pleasant Ridge Branch attending along with Deputy Director Greg Edwards, Service Operations Regional Manager Chris Holt, Branch Manager Kate Denier and retired Branch Manager David Dukart. Several other awards were given including a Lifetime award given to Mary Anne Phalen.

FRIENDS OF THE PUBLIC LIBRARY

The Friends End-of-Summer warehouse sale in August exceeded \$40,000 in sales, an increase of about 13.5% over 2012. Results from the September sale in Westwood are not yet available. The Friends will hold its quarterly meeting of the Board On October 25.

The Friends have announced the 2014 branch book sale schedule as follows:

Harrison, March 6-8

Symmes, April 24-26

Corryville, September 18-20

Sharonville, November 20-23, including Sunday hours.

The annual sale at Main and the Winter and End-of-Summer warehouse sales are also planned.

LIBRARY FOUNDATION

The Library Foundation's Donor Recognition Event on September 26 was well attended. Among the honorees were the family of Jane Heimlich, the Knowlton Foundation for its generous gift in memory of Library Trustee Emeritus Charles Lindberg and the William Hueneke Foundation.

The staff component of the Annual Fund kicked off on September 19 with nearly \$10,000 in pledges from Library management staff received that morning. Public solicitations will be sent in November.

The Foundation will hold its next quarterly meeting on October 23.

UPDATE ON EBOOKS

I continue to work with the Ohio Library Council, Vorys Advisors and the metro libraries across Ohio on removing publisher's restrictions on digital content to make more content available to library cardholders. In September Zack Space, Vorys Advisors and I again travelled to Washington DC to meet with members of Congress, Committee staff, the Department of Commerce and representatives of the American Library Association. We are pursuing a Congressional hearing on this issue through the Courts, Intellectual Property and the Internet subcommittee of the Judiciary. Congressman Chabot sits on this subcommittee.

STORYCORPS VISIT SCHEDULED

Libraries and museums that receive the national Medal also get a visit from Storycorps, an oral history project that records the stories of people from all backgrounds and preserved them in the American Folklife Center at the Library of Congress. Our visit from Storycorps is for December 12-14.

HONG KONG LIBRARIAN TO VISIT

Raymond Ho, Senior Librarian for Hong Kong Public Library will be visiting our Library December 15-16. On December 15 he will visit the North Central Branch and December 16 he will visit the Main Library.

FISCAL OFFICER’S REPORT

Ms. DeFosse reported that:

AUDITOR OF STATE AWARD WITH DISTINCTION

The Library has received the *Auditor of State Award with Distinction*. The award is given to entities that file an annual Comprehensive Annual Financial Report (CAFR) and timely financial reports in accordance with GAAP, as well as receive a “clean” audit report.

GOVERNMENTAL REVENUE – ANNUAL COMPARISONS

PLF – The revenue for 2013 is expected to be \$36.3 million.

In 2014, PLF revenue is expected to decrease to its lowest point in 25 years - \$35,212,876. Although we were assured the last minute changes to the state budget would be neutral, we are seeing a reduction from the original estimates. We are hopeful there will be a turnaround in the 2015 projections.

Property Tax - The County has distributed the bulk of this year’s property tax revenue and it appears that their \$17.5 million estimate will be accurate.

The County Auditor estimates 2014 property tax revenue \$17,510,160 which is about \$26,000, more than 2013.

	2010 Actual	2011 Actual	2012 Actual	2013 Current Estim	2014 Estimated
Public Library Fund	36,702,540.00	37,647,070.00	35,515,843.00	36,380,661.00	35,212,876.00
Gross Tax Levy Receipts	19,691,611.00	19,655,069.00	17,809,089.00	17,484,390.00	17,510,160.00
Annual Total	56,394,151.00	57,302,139.00	53,324,932.00	53,865,051.00	52,723,036.00

During the first two years of the levy, we were able to generate a savings with the expectation that the revenue would remain flat while expenses would increase slightly. As previously noted, with the decrease in tax levy revenue as the result of property valuations being reduced, we have continued to make a concerted effort to balance our annual operating budget.

Given the estimated PLF for 2014 and the capital commitments, we plan to operate under a very tight operating budget for 2014. The details will be presented at the December 2013 Board meeting.

HUMAN RESOURCES COMMITTEE REPORT

Mr. Hendon reported that:

DOMA (DEFENSE OF MARRIAGE ACT), FLEXIBLE SPENDING ACCOUNTS AND HEALTH SAVINGS ACCOUNTS

On August 29, 2013, the U.S. Department of the Treasury and the Internal Revenue Service (IRS) ruled that same-sex couples, legally married in jurisdictions that recognize their marriages, will be treated as married for federal tax purposes. The ruling applies regardless of whether or not the couple lives in a jurisdiction that recognizes same-sex marriage.

This ruling impacts both the Flexible Spending Account (FSA) and the Health Savings Accounts (HSA). In essence, legally married same-sex couples will be eligible for the same benefits and contribution limits as opposite sex couples for both plans.

The Library's third party administrator, FlexBank, will send letters to staff detailing these changes.

UNITED IN SHARING CAMPAIGN

The Library's 2013 United in Sharing Campaign began on September 19 with a Kick-Off at the All Manager's Meeting. Staff members have three giving choices: The Library Foundation's Annual Fund, United Way and Community Shares. Since 2010, the number of donors and amount contributed to United Way, Community Shares and the Library Foundation's Annual Fund has increased. We are proud to announce that at the Campaign Kick-Off, managers pledged over \$36,000 towards the 2013 Campaign. The campaign ends October 23.

MOST VALUABLE PERFORMER AWARD

Paul Burch, Circulation Services Manager, Circulation Services Department received a Most Valuable Performer (MVP) award during the second quarter for his outstanding customer service skills. He sets a great example to library staff by consistently displaying a positive attitude and enthusiasm towards his work. Congratulations to Paul Burch.

STAFF & RETIREE RECOGNITION PROGRAM

On Sunday, November 24, the Library will host the first annual staff and retiree recognition program. We will recognize staff members who have achieved a milestone for years of service and retirees who have dedicated their time and energy in making our library successful. The recipient of the President's Award and Bunny Dehner Prize and the Rookie of the Year award winner will also be announced. The event will be held in the Atrium from 5:30 p.m. – 7:00 p.m. The Board, staff, retirees, family and friends are invited to this event.

MANAGEMENT ACADEMY

With the retirement of so many managers in 2012 and 2013, we have 28 new managers who will be attending the next class of Management Academy. This is a leadership experience that will provide them with an extended period of guided growth and development activities for the next twelve months. The class will get underway later this year.

At the conclusion of the Human Resources Committee report, Mr. Hendon stated that he received a letter from Elmwood Place regarding the branch access to the public restrooms. Ms. Fender indicated she would look into the matter and communicate with the Village on behalf of the Board.

The Regular Meeting was then adjourned.

President

Attest: Secretary