

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

Date: August 13, 2024

Meeting: Regular

Place: Main Library – Board Room

REGULAR MEETING

CALL TO ORDER

ROLL CALL

Trustees Present: Mr. Hendon, Ms. Louis, Mr. Olson, and Ms. Redden

Trustees Absent: Ms. Allen, Mr. Harding, and Ms. Reynolds

Present: Paula Brehm-Heeger, Kathy Bach, Molly DeFosse, Staci Dennison, Kyla Hardin, Michelle Matthews, and Holbrook Sample

EXECUTIVE SESSION

Mr. Olson moved that the Board go into Executive Session under ORC 121.22(G)(3).

Ms. Redden seconded.

Voting for the motion: Mr. Hendon, Mr. Olson, Ms. Louis, Ms. Redden...4 ayes. The motion carried. **(15-2024)**.

Mr. Olson moved that the Board exit Executive Session. Ms. Redden seconded.

Voting for the motion: Mr. Hendon, Mr. Olson, Ms. Louis, Ms. Redden...4 ayes. The motion carried. **(16-2024)**.

PUBLIC COMMENTS

NONE

ACTION ITEMS

Ms. Redden recommended the following:

- **Approve the Library Closing Schedule for 2025:**

LIBRARY CLOSING SCHEDULE FOR 2025

Following is the proposed holiday closing schedule for 2025. Staff are paid holiday time for all closed dates except for Easter and the early closing on New Year's Eve, in accordance with the Library's Holiday Policy. As noted below, it is our practice to close at 5:00 p.m. on New Year's Eve.

Tuesday, December 31, 2024 – New Year's Eve (close at 5:00 p.m.)
Wednesday, January 1, 2025 – New Year's Day
Monday, January 20 – Martin Luther King Jr. Day
Sunday, April 20 – Easter (Closed Only)
Monday, May 26 – Memorial Day
Thursday, June 19 – Juneteenth
Friday, July 4 – Independence Day
Monday, September 1 – Labor Day
Thursday, November 27 – Thanksgiving Day
Wednesday, December 24 – Christmas Eve
Thursday, December 25 – Christmas Day
Wednesday, December 31, 2025 – New Year's Eve (close at 5:00 p.m.)
Thursday, January 1, 2026 – New Year's Day

- **Approve the Board meeting dates for 2025:**

BOARD MEETING DATES FOR 2025

Tuesday, February 11, 2025 – Mt. Healthy Branch Library
Tuesday, April 8, 2025 – Main Library
Tuesday, June 10, 2025 – Cheviot Branch Library
Tuesday, August 12, 2025 – Main Library
Tuesday, October 14, 2025 – Blue Ash Branch Library
Tuesday, December 9, 2025 (Annual and Regular) – Main Library

All meetings will begin at 4:30 p.m. at locations as listed above unless otherwise specifically noted.

Ms. Louis seconded.

Voting for the motion: Mr. Hendon, Mr. Olson, Ms. Louis, Ms. Redden...4 ayes. The motion

carried. (17-2024).

Mr. Olson recommended the following:

- **Confirm the following change orders to modify the Interior Renovation GMP for Turner Construction:**

Contractor	Trade Contract	Number	Purpose	Amount
Turner Construction	GMP	#43	Unused allowances and general requirements credit	\$ (533,423.00)

The Library, along with the team from Turner Construction, Champlin (with CMTA) and Donovan Energy, continues to evaluate options for replacing/updating several mechanical components of the Main Library’s North Building that are at the end of their life. These items include the chiller/cooling tower and electrical components. The high-level estimate is between \$7-\$9 million for the project, and we are working to have a GMP later this year so that the equipment can be ordered for planned installation in 2025.

We are also exploring the opportunity to install solar panels at the Main Library. We anticipate additional information related to this at the October or December Board Meeting.

CHEVIOT BRANCH ACCESSIBILITY, MAINTENANCE AND RENOVATION

- **Authorize the Eva Jane Romaine Coombe Director to modify the Branch Renovation and Replacement 2022-2027 agreement (along with necessary change orders subsequently reported for confirmation) with Turner Construction via GMP amendment subject to owner and attorney review as follows:**

GMP inclusive of CMR fee and CMR contingency equal to or less than \$3,500,000 with a project budget of \$4,950,000 detailed below:

Cheviot Branch GMP

GMP cost inclusive of fee		\$	3,500,000.00
Owner costs estimated (design fees, permits, and furniture)		\$	1,050,000.00
Design Fees and consultants	\$	400,000.00	
Furniture and Equipment	\$	550,000.00	
Other expenses	\$	100,000.00	
Contingency		\$	<u>400,000.00</u>
		\$	<u>4,950,000.00</u>

The current branch is expected to close in mid-September 2024, and construction is expected to take six months.

SYMMES TOWNSHIP BRANCH RENOVATION AND ADDITION

The design and cost-estimating process is wrapping up for the project. We are working hard to maintain costs while incorporating energy-saving features.

In order to expedite the project, we will begin demolition while the project is being bid and the GMP is being compiled.

- **Approve an early Guaranteed Maximum Price authorization for Turner Construction not to exceed \$400,000 for the demolition of the existing Symmes Township Branch to commence after zoning approval of new building so that work can begin immediately and authorize the Eva Jane Romaine Coombe Director to execute any documents necessary related to this matter.**

We anticipate the new branch GMP for the Symmes Township New Branch in October 2024.

2024 PARKING LOT REPAIRS/REPLACEMENTS

We have identified several parking lots due for repair. The lots include the Distribution Center, Anderson Branch, Madeira Branch, Monfort Heights Branch, Covedale Branch and the Blue Ash Branch.

- **Authorize the Eva Jane Romaine Coombe Director to modify the Branch Renovation and Replacement 2022-2027 agreement (along with necessary change orders subsequently reported for confirmation) with Turner Construction via GMP amendment subject to owner and attorney review as follows:**

GMP inclusive of CMR fee and CMR contingency equal to or less than \$1,350,000 with a project budget of \$1,635,000 detailed below:

2024 PARKING LOT REPLACEMENTS GMP

GMP cost inclusive of fee		\$	1,350,000.00
Owner costs estimated		\$	150,000.00
Other expenses	\$	150,000.00	
Contingency		\$	135,000.00
		\$	<u>1,635,000.00</u>

WALNUT HILLS BRANCH ACCESSIBILITY AND MADISONVILLE BRANCH ACCESSIBILITY

The Library has received most of the documents and close-out items that we have been waiting on from Megen Construction. There are several items that we do not anticipate receiving, but we intend to have Megen provide

the Library with an affidavit acknowledging their responsibility for the missing documents. The only item holding up the Walnut Hills final payment is the resolution of the LEED certification documents.

- **Confirm the following change orders to modify the Walnut Hills Branch Accessibility Project for Megen Construction:**

Contractor	Trade Contract	Number	Purpose	Amount
Megen Construction	GMP	#15	Design changes and required code modifications	\$ 65,489.74
Megen Construction	GMP	#16	Unused allowances and contingency	\$ (247,575.00)

- **Confirm the following change orders to modify the Madisonville Branch Project for Megen Construction:**

Contractor	Trade	Number	Purpose	Amount
Megen Construction	GMP	#4	Reduction for liquidated damages	\$ (52,000.00)

At the end of July, we received the payment from Ackermann for the tenant allowance related to the Madisonville Branch lease improvements.

REVISION OF THE 2024 ESTIMATED RESOURCES AND ANNUAL APPROPRIATIONS

At the end of June, we were notified of an updated estimate of the 2024 Public Library Fund which reduces anticipated revenue as indicated in the table below. This highlights the fluctuations in this revenue source and the reliability on our consistent, stable local funding.

July 2023 Certification	\$ 49,403,519
December 2023 Certification	\$ 48,897,250
June 2024 Certification	\$ 48,240,319
Total reduction	\$ 1,163,200

Overall, we are trending ahead of anticipated revenues in several categories so there is no adjustment needed for overall estimated resources.

The Library Program Fund is expected to incur more expenses in 2024 than originally budgeted (which was based on prior year actual spending). There are adequate resources in the fund to account for the following two changes.

- **Confirm the following change to account for an increase in professional services to account for needed services related to Summer Reading.**

***Library Program Fund
Expenses***

Purchased and contracted services - Increase by	\$ 25,000.00
<i>Increase in expenses</i>	<u>\$ 25,000.00</u>

- **Approve the following appropriation change to account for additional supply needs in the Library Program Fund for the remainder of 2024:**

***Library Program Fund
Expenses***

Supplies - Increase by	\$ 25,000.00
<i>Increase in expenses</i>	<u>\$ 25,000.00</u>

Ms. Redden seconded.

Voting for the motion: Mr. Hendon, Mr. Olson, Ms. Louis, Ms. Redden...4 ayes. The motion carried. **(18-2024)**.

Mr. Hendon recommended the following:

- **Approve the updated of Memorandum Understanding with the Anderson Township Library Association (Proposed MOU Exhibit A; Current MOU Exhibit B):**

**EXHIBIT A
AGREEMENT
Between
THE CINCINNATI & HAMILTON COUNTY PUBLIC LIBRARY
And
THE ANDERSON TOWNSHIP LIBRARY ASSOCIATION**

This Agreement is entered into between The Cincinnati & Hamilton County Public Library ("the Library") and the Anderson Township Library Association ("ATLA").

WHEREAS, The Cincinnati & Hamilton County Public Library is a body politic, organized and existing under the statutes of the State of Ohio and,

WHEREAS, The Anderson Township Library Association is a not-for-profit corporation of the State of Ohio, formed for and dedicated to the support of the Library and

WHEREAS, The Board of Trustees of the Library and the Anderson Township Library Association have determined that it is in their mutual interest to enter into an agreement governing certain relationships between the two organizations,

NOW, THEREFORE, the Library and ATLA agree to the terms and conditions as set forth below:

I. DISCARDED LIBRARY MATERIALS

- A. The Library, at its convenience and discretion, discards library materials (items in the collection or gifts being considered for the collection) which meet one or more of the following criteria: excessively worn or damaged; outdated; superfluous; or not used as measured by low circulation.

- B. ATLA shall act as the Library's agent for the sale of library discards (from the Anderson and Mt. Washington branches only) at ATLA book sales and for the subsequent disposal of items not sold.
- C. Funds earned from the sale of these materials shall be added to the income of ATLA to benefit the Anderson and Mt. Washington branches of the Library through the acquisition of any item or provision of any service deemed of value to the Library and the public it serves.
- D. Discarded materials shall be placed in cardboard boxes, bins, or other containers supplied by the Library.
- E. The Library shall transport discarded library materials and surplus book boxes as requested by ATLA and as available to ATLA's property for storage.
- F. ATLA shall sell the library materials received under this agreement to the general public.
- G. ATLA shall have sole responsibility for arranging and conducting such sales.
- H. Upon request from ATLA, the Library shall make available to ATLA facilities at the Anderson or Mt. Washington branch libraries for the purpose of holding public sales of discarded library materials and similar materials donated to ATLA. The Library shall not be obligated to make such facilities available at times that conflict with other scheduled events or with work schedules and the main summer sale shall be held at another larger offsite facility whenever possible.
- I. The Library shall assist ATLA in transporting discarded library materials to and from the site of such sales.
- J. Upon request from the Library, ATLA shall provide an accounting of monies earned through the book sales and how those monies were expended.
- K. ATLA shall provide liability insurance coverage for book sales, including general liability and non-profit directors and officers, and property insurance on used books and other related materials.

II. ASSOCIATION OFFICE/WAREHOUSE

- A. ATLA leases office/warehouse space currently located at 1318 Nagel Road to conduct business operations and to store and prepare discarded materials for public sale.
- B. The Library shall assist ATLA in transporting discarded library materials to and from this site.

III. GRAPHIC DESIGN, PROMOTION AND PRINTING SERVICES

- A. The Library shall design and print promotional items for ATLA book sales, including, but not limited to, bookmarks, flyers, banners, and posters.
- B. The Library shall prepare and distribute press releases on book sales and promote ATLA events.

IV. INSURANCE

- A. ATLA shall assume all liability in the case of personal injury or property damage arising from the operation of public book sales.
- B. ATLA shall carry property insurance coverage on discarded library materials.

V. MISCELLANEOUS PROVISIONS

- A. The Library shall provide library staff to receive calls from the public regarding the donation of books and

materials.

- B. Although Library employees are encouraged to become members of ATLA and may volunteer to work on ATLA projects, they may not do so on Library time, except for the contracted support services described in this agreement.
- C. The ATLA address is 1318 Nagel Road, Cincinnati, OH 45255.

VI. TERM

- A. The term of this agreement is for the 24-month period from January 1, 2024 through December 31, 2026.
- B. Upon completion of the term, the agreement shall continue on an annual basis under the same terms and conditions, unless amended by mutual consent of both parties.
- C. Either party may terminate this agreement at any time by giving 90 days written notice.

VII. ATLA PAYMENTS TO THE LIBRARY

- A. ATLA shall pay the Library the sum of \$2,500.00 (two thousand five hundred dollars) annually for the goods and services the Library provides to ATLA in accordance with the terms of this agreement.

The aforementioned terms being mutually and entirely agreed upon by the parties, the Library and ATLA do hereby indicate their approval of this agreement.

Greg Olson, President
Board of Trustees of the Cincinnati &
Hamilton County Public Library

Date

Vicki Newell, President
Anderson Township Library Association

Date

Polly Wilson, Board Chairman
Anderson Township Library Association

Date

**EXHIBIT B
AGREEMENT
Between
THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY
And
THE ANDERSON TOWNSHIP LIBRARY ASSOCIATION**

This Agreement is entered into between The Public Library of Cincinnati and Hamilton County ("the Library") and the Anderson Township Library Association ("the Association").

WHEREAS, The Public Library of Cincinnati and Hamilton County is a body politic, organized and existing under the statutes of the State of Ohio and,

WHEREAS, The Anderson Township Library Association is a not-for-profit corporation of the State of Ohio, formed for and dedicated to the support of the Library and

WHEREAS, The Board of Trustees of the Library and the Anderson Township Library Association have determined that it is in their mutual interest to enter into an agreement governing certain relationships between the two organizations,

NOW, THEREFORE, the Library and the Association agree to the terms and conditions as set forth below:

I. DISCARDED LIBRARY MATERIALS

- A. The Library, at its convenience and discretion, discards library materials (items in the collection or gifts being considered for the collection) which meet one or more of the following criteria: excessively worn or damaged; outdated; superfluous; or not used as measured by low circulation.
- B. The Association shall act as the Library's agent for the sale of library discards (from the Anderson and Mt. Washington branches only) at Association book sales and for the subsequent disposal of items not sold.
- C. Funds earned from the sale of these materials shall be added to the income of the Association to benefit the Anderson and Mt. Washington branches of the Library through the acquisition of any item or provision of any service deemed of value to the Library and the public it serves.
- D. Discarded materials shall be presorted by Library personnel and placed in cardboard boxes or other containers supplied by the Library.
- E. The Library shall transport discarded library materials to the Association's property for storage.
- F. The Association shall sell the library materials received under this agreement to the general public.
- G. The Association shall have sole responsibility for arranging such sales.
- H. Upon request from the Association, the Library shall make available to the Association facilities at the Anderson or Mt. Washington branch libraries for the purpose of holding public sales of discarded library materials and similar materials donated to the Association. The Library shall not be obligated to make such facilities available at times that conflict with other scheduled events or with work schedules.
- I. The Library shall assist the Association in transporting discarded library materials to and from the site of such sales.
- J. Upon request from the Library, the Association shall provide an accounting of monies earned through the book sales and how those monies were expended.
- K. The Association shall provide liability insurance coverage for book sales, including general liability and non-profit directors and officers, and property insurance on used books.

II. ASSOCIATION OFFICE/WAREHOUSE

- A. The Association leases office/warehouse space currently located at Ohio Pike and Glen Este-Withamsville Road to conduct business operations and to store and prepare discarded materials for public sale.
- B. The Library shall assist the Association in transporting discarded library materials to and from this site.

III. GRAPHIC DESIGN, PROMOTION AND PRINTING SERVICES

- A. The Library shall design and print promotional items for Association book sales, including, but not limited to, bookmarks, flyers and posters.

- B. The Library shall prepare and distribute press releases on book sales and promote Association events.

IV. INSURANCE

- A. The Association shall assume all liability in the case of personal injury or property damage arising from operation of public book sales.
- B. The Association shall carry property insurance coverage on discarded library materials.

V. MISCELLANEOUS PROVISIONS

- A. The Library shall provide library staff to receive calls from the public regarding the donation of books and materials and shall arrange for the pick-up of gift materials by library staff.
- B. Although Library employees are encouraged to become members of the Association and may volunteer to work on Association projects, they may not do so on Library time, except for the contracted support services described in this agreement.
- C. The Library may provide pre-selling space for Association sale materials in its Anderson and/or Mt. Washington branch libraries. Extent of space provided is determined at the Library's sole discretion and may be changed from time to time as Library needs dictate.
- D. The address of the Association is 834B Ohio Pike Cincinnati, OH 45245.

VI. TERM

- A. The term of this agreement is for the 24-month period from January 1, 2011 through December 31, 2012.
- B. Upon completion of the term, the agreement shall continue on an annual basis under the same terms and conditions, unless amended by mutual consent of both parties.
- C. Either party may terminate this agreement at any time by giving 60 days written notice.

VII. ASSOCIATION PAYMENTS TO THE LIBRARY

- A. The Association shall pay the Library the sum of \$500.00 (five hundred dollars) annually for the goods and services the Library provides to the Association in accordance with the terms of this agreement.

The aforementioned terms being mutually and entirely agreed upon by the parties, the Library and the Association do hereby indicate their approval of this agreement.

Greg Olson, President
Board of Trustees of the Cincinnati &
Hamilton County Public Library

Date

Vicki Newell, President
Anderson Township Library Association

Date

Polly Wilson, Board Chairman
Anderson Township Library Association

Date

- **Accept the following art donations:**

- “Fluss,” a series of glass pieces of wall art; from the City of Cincinnati.
- “Roebling,” a tile mosaic; from the City of Cincinnati.
- An outdoor book sculpture; from Elizabeth Sittenfeld.

Ms. Redden seconded.

Voting for the motion: Mr. Hendon, Mr. Olson, Ms. Louis, Ms. Redden...4 ayes. The motion carried. (19-2024).

INFORMATIONAL ITEMS

EVA JANE ROMAINE COOMBE DIRECTOR’S REPORT

Ms. Brehm-Heeger reported that:

MAIN LIBRARY OPENING CELEBRATION

A weekend-long celebration of the Main Library's Renovation and Reopening was held July 12-14. With more than 12,000 visits during the weekend, our community clearly answered our call to “Meet Me at Main,” enthusiastically touring and experiencing the renovated and reimagined South Building. The action-packed schedule of activities included musical performances by Lucky Diaz and the Family Jam Band, Soul Pocket, and P. Ann Everson-Price & the All-Star Band. More than 280 children and teens signed up for the Summer Reading program and attended other programs, like local-celebrity-led storytimes and Taylor Swift-inspired friendship bracelet making. A robust attendance of the Women in Film panel and the preview of Paul McCartney's Liverpool Oratorio demonstrated a clear interest by visitors in our local arts and culture-themed sessions. While we did not reach the world record of more than 1,900 library card signups in one day, we did register an impressive 898 new cardholders and saw more than 5,000 items checked out. It was a weekend of fun that leaned into our central design element of the Social Stairs featuring Cincinnati’s musical history.

LIBRARY JOURNAL DESIGN INSTITUTE

Our Library has been selected to host the *Library Journal* Design Institute this October! The full-day think tank designed for library staff and planners includes panel discussions featuring architects and library workers. It will take place at the Main Library on October 10. Registrants who arrive early can enjoy branch tours of up to four of our new and renovated branches on October 9. We are excited for this chance to highlight our extensive and transformational Facilities Master Plan projects to an expected audience of 100 – 125 attendees from across the Midwest.

UNIVERSITY OF CINCINNATI CONSERVATION LAB AGREEMENT

This past December 2023 marked the 12th anniversary of the signing of our MOU with the University of Cincinnati Libraries, creating the Conservation/Preservation Lab. The long-standing collaborative work of the Lab has focused on preserving and conserving the collections of our two institutions. It has been a success and has grown into a resource for our entire region.

After more than a decade of success, it is time to revisit and update the MOU. As the Conservation Lab has always been and is expected to continue to be housed at the University of Cincinnati (UC), along with all its staff and equipment, a major element of the updated MOU is to move to having all staff of the Conservation Lab be employees of the UC Libraries. Currently there is a split of employment and a portion of the staff, including the Lab Manager, are employees of CHPL.

Simplifying the employment structure will streamline operations and provide consistency for staff. UC Libraries will budget accordingly for staffing costs and CHPL will continue to support the Lab through direct payments for work and services. All staff will continue employment with the Lab as part of this MOU update. We will revisit the MOU on a regular basis going forward. The new model will operate as a pilot for three calendar years (2025-2027) under this new agreement, and we expect it to be successful and continue operating after the pilot period.

PASSPORT OFFICE ANNOUNCEMENT EVENT

We have been contacted by Senator Sherrod Brown's office to host an event focused on announcing the establishment of a new Passport Office in the Southwest Ohio region. The event is planned for August 26 from 12:00 p.m. – 7:00 p.m.

UPCOMING PRESENTATION AND CONFERENCE ATTENDANCE

Later in August, Molly Defosse, Chief Finance and Facilities Officer, and I will be presenting on collaborative budgeting as part of the Ohio Library Council's New Directors series. In October, I am planning to attend the Urban Library Council Annual Leadership Forum in Philadelphia, the theme of which is Trust, Transformation, Tomorrow.

FACILITIES AND FINANCE AND AUDIT COMMITTEE REPORT

Mr. Hendon reported that:

NEW FOREST PARK BRANCH

We are pleased to announce that we received the temporary certificate of occupancy on July 24, 2024. The construction punch list work is ongoing. The shelving installation is expected to be completed in early August, and the furniture will be installed shortly after. By mid-August, branch staff will begin shelving materials and preparing the branch to open. The children's play feature will be installed in late August. The anticipated ribbon cutting is Saturday, September 14, 2024.

MT. HEALTHY BRANCH REPLACEMENT

The interior finishes are in progress and expected to be completed on schedule. The work on the roof is underway and the sitework is expected to be done in September. The project is tracking for a temporary certificate of occupancy in September and a grand opening in early November.

SYMMES TOWNSHIP TEMPORARY BRANCH

After the approval at the June 2024 Board Meeting, the Library executed a lease on the temporary space at Governors Way. The Library Facilities Team is preparing the space, and we expect to move to the location in early October.

MIAMI TOWNSHIP/CLEVES PROPERTY PURCHASE

The Library has engaged J.S. Held to manage the due diligence process on the property. The anticipated completion of the items is August 31, 2024, with the intent to close by September 15, 2024, as indicated in the purchase agreement.

HYDE PARK BRANCH ELEVATOR REPLACEMENT AND RENOVATION

The Hyde Park Branch opened in mid-April with much fanfare and the support of many community members. We continue to work through a few design challenges with the support of Turner Construction and the design team.

ONGOING FMP IMPLEMENTATION/LIFECYCLE REPLACEMENT PLANNING

We have continued to evaluate opportunities and explore design possibilities in Avondale. The architect and the construction manager are working on cost estimates for several options. We continue to search for a temporary space in the event we need to completely close the branch.

The Library has continued working with our partners on options for the Delhi Township Branch in accordance with the original FMP timeline of 2026-2027 implementation. We will include township officials and the community as options develop.

EXTERIOR SIGN REFACING PHASE 2

The second round of sign refacing is currently in design with the intent of installation later this year. The locations for this phase include Corryville, Harrison, Mariemont, Northside, Reading, Sharonville, West End, and Westwood.

2023 AUDIT

The annual audit by the Auditor of State has recently been completed. The Trustees were notified via email on July 26, 2024. We submitted the report to the Government Finance Officers Association for the annual award.

The audit noted one item where a revenue category was not classified correctly. For internal accounting purposes, we track the rollback reimbursement from the state as a property tax, but it is classified as state intergovernmental revenue for financial reporting purposes. We historically have reclassified this during the preparation of the Annual Comprehensive Financial Report and this step was inadvertently missed when we outsourced the preparation to the Local Government Services office of the Auditor of State. The overall revenue was reported properly in total.

DEVELOPMENT COMMITTEE REPORT

Ms. Louis reported that:

DEVELOPMENT OFFICE

In the coming years, we will be reviewing the Acquisition of Art Objects Policy and Guidelines to ensure they reflect best practices on accepting donations, as well as incorporating a periodic review of existing objects in the Library's collection and how and where items may be displayed.

The Library was the grateful recipient of a significant gift from an anonymous donor through the Greater Cincinnati Foundation.

THE LIBRARY FOUNDATION

The Library Foundation recently celebrated its 20th Anniversary, and the significant milestone of its endowment valued at more than \$19 million. In celebration of reopening the Main Library, the Foundation hosted a Jazz Brunch on July 14. This sold-out event was made possible thanks to the sponsorship of Turner Construction, Champlin Architecture, Group 4 Architecture, Research Planning, Inc., DSD Advisors, Interior Project Management, and U.S. Bank Private Wealth Management.

FRIENDS OF THE PUBLIC LIBRARY

With the reopening of the Main Library, the Friends will resume selling bricks on the Signature Wall for \$500 per brick. The Signature Wall was designed by John A. Bennett and installed as part of the 1983 Main Library expansion.

ANDERSON TOWNSHIP LIBRARY ASSOCIATION (ATLA)

The 44th Summer Used Book Sale at Nagel Middle School was a success, with more than \$39,630 in book sales and donations raised to support ATLA and the Anderson and Mt. Washington Branch Libraries.

TECHNOLOGY COMMITTEE REPORT

Ms. Louis introduced Molly Mitchell

Sorting & Materials Retrieval Manager, Molly Mitchell shared the make up of the department and daily operations along with statistics on service.

Ms. Louis reported that:

NETWORK SECURITY UPDATE

For several hours on the first day of Main Library's grand reopening, services related to the integrated library system (ILS), such as searching the catalog and checking out items, slowed significantly. Working with our vendor partners, we discovered there were bad actors flooding our website and causing usage on servers to spike to capacity. Once discovered, we were able to geo-block the regions from which the attacks emanated—Russia, China and Singapore—as well as block certain specific addresses. The result of our and our vendors' actions was the full restoration of services.

OPERATIONS COMMITTEE REPORT

Mr. Redden reported that:

HOURS UPDATE AT SEVERAL LOCATIONS

Beginning July 17, Wednesday evening hours at 29 locations have been extended. These locations now close at 8 p.m. rather than 6 p.m. Since this date, we have had 3,057 visits to these library branches during the two hours when they would have been closed prior to this update. This change is part of our ongoing efforts to better serve our community by offering convenient and consistent hours for library access. We believe that these new hours will allow for greater flexibility and increased usage of our library resources, particularly meeting rooms.

We will evaluate the impact of operating hours regularly, utilizing door counts and other relevant statistics to assess their effectiveness for meeting community needs.

These extended evening hours also reflect the similar evening hours available prior to March 2020. Post-pandemic, we made 10 a.m. the consistent opening time across the system, rather than staggered opening with some starting service at noon (as had been the case pre-pandemic).

AUTOMATED EXTERNAL DEFIBRILLATORS (AEDS) INSTALLED

We have installed our second round of Automated External Defibrillators (AEDs) at 17 of our library locations. These AEDs are public facing, making them accessible for use by both the public and staff. Studies have shown that increased access to AEDs significantly boosts the likelihood of saving lives during cardiac emergencies. The units we have selected surpass industry standards and are designed for ease of use, making them highly effective in emergencies. Certified Cintas technicians have installed the AEDs and ongoing monitoring and servicing will be handled by both our Public Safety team and Cintas. This initiative underscores CHPL's unwavering commitment to creating safe and welcoming environments for everyone. This addition will make a significant difference in enhancing safety at our locations.

CATHERINE C. AND THOMAS E. HUENEFELD STORY CENTER OPENING WEEKEND

Opening weekend at the new Story Center was fun and engaging. Staff working in Main Library - 2 South conducted 37 interviews with customers covering their reactions to the renovation and their history visiting the Main Library over the years. We created a short montage of the interviews, which is available on YouTube. The gallery in the space consists of five interactive screens with several online exhibits and was popular with visitors. Over 380 interactions with these screen exhibits took place over the opening weekend.

ANNUAL EDUCATOR NIGHT

Educators from across the area joined CHPL staff for an after-hours back-to-school night at four locations: the Main Library, Loveland, Madisonville, and Reading branches. They learned how the Library's services and collection can help for the upcoming school year. Over 20 school districts were represented.

EVENTS & LIFELONG LEARNING

Summer Reading was very successful this year. The change to our Summer Reading format was well received and staff worked hard creating safe, welcoming spaces, getting to know the young people, and connecting them with books that inspire kids and teens. The program ran from June 1 to July 31. During that time:

- 29,044 kids and teens joined Summer Reading by picking up their free book and challenge sheet. This is an increase of 8% over last year's participation.
- The Library presented 2,036 programs for youth and families, with a total attendance of 60,240.
- Summer Meals & Snacks were served to 7,738 kids and teens, in partnership with UMC Food Ministry.
- Over 5,000 additional books have been distributed as part of the Equity Book Giveaway initiative, with more giveaway opportunities scheduled for early August as kids prepare to head back to school.
- Both customers and staff have reported very positive feedback on the switch to Summer Reading and

the new challenge format that supports reading as a habit.

- The Wonder Wheels continue to be a successful tool in building relationships between youth and staff.
- The Library is partnering with UC's Evaluation Services Center to pilot creative strategies for engaging youth while gathering feedback about Summer Reading. This work is still in progress and a full report will be available in October.

ADDITIONAL UPCOMING PROGRAMS AND EVENTS

We are pleased to welcome the Nancy & David Wolf Holocaust & Humanity Center to Discovery Pass as of August 1, 2024! We have several exciting programs coming up, including:

- August 17 – Back-to-School Resource Fair, Downtown Main Library
- August 27 – I Want to Believe: Returning to an Age of Reason with Dean Regas, Corryville Branch
- September 4 – Shark Meet and Greet, College Hill Branch
- September 9 – Peruvian Vase Painting Class, North Central Branch
- September 14 – Presidential Connections: History and Heritage featuring Spring Grove Cemetery, Madeira Branch

HUMAN RESOURCES COMMITTEE REPORT

Ms. Redden reported that:

UPCOMING MARKET ASSESSMENT

We are exploring a partnership with industry experts to conduct a market assessment in 2024. This assessment, similar to a compensation study, will analyze internal and external data to ensure our pay practices remain competitive and sustainable while providing recommendations for improvements. With our FMP and locations continuing to evolve and often expand, we will also seek advice on enhancing consistency in staffing models across similarly sized and situated locations. We anticipate starting this market assessment in the fourth quarter of this year, with recommendations slated for implementation in the first quarter of 2025.

COMMUNITY LEADERSHIP CERTIFICATE PROGRAM

Our second cohort of the Community Leadership Certificate Program (CLCP) will begin classes the week of August 28. We are excited to announce that six staff members have been selected to participate in this Library-funded program that, in partnership with Cincinnati State, creates new paths for advancement for staff who do not currently have an MLS or MLIS degree and are passionate about leading others in public service.

Congratulations to our second cohort: Caroline Hoffman, Cloud DiLoreto, Sarah Maguire, Clare Harless, Lauren Sprague, and Marybeth Themann. This group will be joining our current cohort of 10 staff who are now one year into the program and are doing a wonderful job of leading the way and setting a strong foundation for our future cohorts.

We have seen great success in the inaugural year of the CLCP. Since August 2023, one staff member has been promoted into a Senior Branch Manager position, three staff have been promoted to Branch Managers, two staff have received promotions to higher graded positions with greater levels of leadership responsibilities, and two staff have applied and been selected for locations that best serve their current professional development interests. We look forward to continuing to support our staff through the CLCP and to this program's continued success in developing Library leaders.

METRO MONTHLY PASS DISCOUNT PROGRAM

The Library is now partnering with Metro to offer discounted monthly passes to all staff. An electronic purchasing option was created to let staff download an app to purchase this pass monthly. Staff communication with details and instructions on participating have been sent out, and we already have close to 50 staff who have signed up to participate. Thank you to Trustee Harding for helping to bring this benefit forward and to our partners at Metro for making this opportunity available to our staff.

STAFF MORALE TEAM

Back by popular demand, the Staff Morale Team created a Summer Reading program for staff. 125 staff members joined the online Summer Reading Team to participate in weekly connection and conversation. The Staff Morale Team facilitated conversations about well-being, food, brain games, team building, local finds, books, movies, TV shows, trivia, and songs of the summer. To mirror the public Summer Reading program, the Staff Morale Team also created a bingo sheet that once completed, would be entered into a raffle. Thanks to all staff who participated in this fun and to our Staff Morale Team for another summer of fun and engagement!

STRATEGY COMMITTEE REPORT

Mr. Hendon reported that:

DENISON CULTURE SURVEY

In the Fall of 2020, the Library worked with Denison Consulting to conduct a Culture Survey of our staff, which took place in January and February of 2021. As we approach the four-year mark since that survey, we are again contracting with Denison to conduct another Culture Survey in January 2025. This survey will consist of the same questions as the 2021 survey. Slightly more than 50% (436) of our current staff were here during the 2021 survey. We aim to compare the results from the 2021 survey to the present. Staff feedback has been vital and guided many of the initiatives undertaken since 2021. Over the next several months, we will review the 2021 survey results and how to communicate the updates and changes our Library has made in response to this valuable staff feedback.

HAMILTON COUNTY JOBS AND FAMILY SERVICES (JFS) PILOT PROGRAM

Over the last several months, the Library and JFS have been discussing a pilot program to offer JFS services at the Library. Starting August 6 and continuing the first and last Tuesdays of the month for the rest of 2024, JFS will be on-site at the Main Library's North Building from 10 a.m. to 3 p.m. Hamilton County residents will be able to check on the status of a case, apply for benefits, and ask questions of JFS staff. We are excited about the potential of this collaboration for the community.

MEN'S MENTAL HEALTH EVENT

Congressman Greg Landsman, his staff and CHPL joined forces to plan a Men's Mental Health Forum to be held at the Main Library on August 10, 2024, from 11 a.m. – 3:30 p.m. Being one of the first large-scale events in the renovated South Building, the event will start with a panel discussion led by mental health professionals on the Social Stairs. Breakout sessions focused on such topics as breathing exercises and making art will follow, along with a complimentary lunch in the Tower Room. Resource tables featuring social services and

government services will be on 3 South. Congressman Landsman and his team are looking at the event as a pilot project and hope to continue with a women's mental health forum.

DISABILITY PRIDE EVENT

The Library celebrated Disability Pride in July and developed an event titled Pride: Nothing About Us Without Us, which was held on July 27, 2024 at the Deer Park Branch Library. In partnership with Independent Alliance (formerly Center for Independent Living Options), 10 community organizations connected guests with services, including Housing Opportunities Made Equal (HOME), UCHealth, NAMI Southwest Ohio, Hamilton County Developmental Disabilities Services, and Living Arrangements for the Developmentally Disabled (LADD). Guests participated in an open mic session to share stories of their lived experience, sang, read poetry, and asked questions about concerns. Breakout sessions included Know Your Rights, Why Vote, and methods and resources to prevent housing discrimination. More than 50 guests attended the event.

CENTURY OF CHARTER

The Charter Committee of Greater Cincinnati is celebrating the Century of Charter Government with six months of programs to cover the highlights of the past century. The Charter Committee was founded in 1924 to establish a unique local political party. Under the leadership of Murray Seasingood, who later served as Mayor, the new charter dismantled the Boss form of corrupt government, created the City Manager form of government, established civil service, implemented proportional representation and established several separate Boards and Commissions. Three of the programs are at library locations; Walnut Hills, Price Hill and the Main Library. The Eva Jane Romaine Coombe Director welcomed attendees to the event at Walnut Hills on July 16, 2024, and the Main Library staff with an expertise in local history provided historical documents. The event was well attended.

URBAN LEAGUE SMALL BUSINESS DEVELOPMENT CENTER

In August 2024, we will begin hosting office hours of the Urban League Small Business Development Center (ULSBDC) in the Main Library MakerSpace on the first and third Tuesdays of each month from 2 p.m. – 4 p.m. ULBDC will connect with entrepreneurs to help develop business plans, manage finances, provide cash flow analysis, provide financial projections, and assistance with navigation of small business funding sources.

BUILDING BOOK-RICH ENVIRONMENTS FOR YOUTH

We are exploring and launching several new initiatives to reach youth in Cincinnati and Hamilton County. Our focus is on creating a book-rich environment for those who may not have access to books or a nearby library branch. Our goal is to connect these youth with library resources, improve literacy, and foster a love of reading. We extend our heartfelt thanks to the Library Foundation for supporting our Book-Rich Environment initiatives. Examples of these initiatives include:

- Working with Barbershop Books, whose mission is to inspire Black boys and other vulnerable children to read for fun through child-centered, culturally responsive, and community-based programming and content. This fall, the Library plans to recruit up to 10 community-minded barbershops to partner with for this initiative. Each barbershop will receive a bookcase and a curated selection of titles identified

from a survey of Black boys. The books and bookcase are provided by Barbershop Books. The barbers will also receive training regarding the program and how to help it flourish.

- Engaging in a pilot partnership, beginning in September, with the Hamilton County Juvenile Court to offer on-site programming and books to youth who are in confinement or on probation. To ensure that the books meet the needs of this new initiative and appeal to youth, the Library will curate a list of books, graphic novels and manga from our collection. Books for youth on probation will primarily be provided by the generous support of the Friends of the Public Library. Library staff will go to the Juvenile Justice Center monthly to host book talks, book clubs and other programming for the female and male pods.

CONSENT AGENDA ITEMS

Mr. Olson moved the Board approve the consent agenda as follows:

- Minutes of the Regular Meeting held June 11, 2024
- Monthly Financial Reports – for the periods ending June 30, 2024 and July 31, 2024
- Media Activity Report – June 5, 2024 – August 1, 2024
- Contributions, Gifts, and Donations – June 1, 2024 – July 31, 2024

CONTRIBUTIONS, GIFTS, AND DONATIONS RECEIVED GREATER THAN \$1000
June 1, 2024 – July 31, 2024

06/07/24	Library Foundation	Summer Reading Support	10,000.00
07/23/24	Friends of PLCH	Support for Library programs	42,500.00
07/05/24	Library Foundation	LaMacchia Foundation support for programs	10,000.00
07/30/24	Greater Cincinnati Foundation	Anonymous support for Library programs	5,000.00
07/30/24	Library Foundation	Support for Forest Park project	35,000.00

- Personnel Change Report through July 6, 2024

<u>ACTION</u>	<u>FULL NAME</u>	<u>JOB TITLE</u>	<u>AGENCY</u>	<u>FTE</u>	<u>GRADE</u>	<u>DATE</u>
Appointment	Hall-Kues, Jaden L.	Library Customer Adviser	Groesbeck	0.6000	4	05/26/2024
Appointment	Thompson, Seth H.	Customer Service Sub	Customer Service Subs	0.725	4	05/12/2024
Appointment	Pinkston, Jaxson J.	Public Safety Specialist	Public Safety	1.0000	6	05/12/2024
Appointment	Bell, Ramona L.	Library Customer Adviser	Popular Library	0.5000	4	05/12/2024

Appointment	Amster, Karen J.	TC_Makerspace Technician	Techcenter Makerspace	0.5000	4	06/09/2024
Appointment	Potter, Rasha R.	TC_Makerspace Technician	Techcenter Makerspace	0.5000	4	05/12/2024
Appointment	Sizemore, Alicia E.	Library Customer Adviser	Popular Library	0.5000	4	05/12/2024
Appointment	Day, Zoe M.	TC_Makerspace Technician	Techcenter Makerspace	1.0000	4	05/12/2024
Appointment	Sims, Jada A.	Customer Service Sub	Customer Service Subs	0.725	4	05/26/2024
Appointment	Church, Nigel G.	Youth Librarian	Avondale	1.0000	7	05/26/2024
Appointment	Buck, Margaret H.	Youth Librarian	Covedale	1.0000	7	05/12/2024
Appointment	Lauchard, Riley L.	Library Customer Adviser	Popular Library	0.5000	4	05/26/2024
Appointment	Pawlak, Kelly M.	Library Customer Adviser	Delhi Township	0.5000	4	05/12/2024
Appointment	McArdle, Matthew K.	Library Customer Adviser	Virtual Info Center	0.5000	4	06/09/2024
Appointment	De Vol, Lainey M.	TC_Makerspace Technician	Techcenter Makerspace	0.5000	4	05/12/2024
Appointment	Speight, Cynthia M.	Customer Service Sub	Customer Service Subs	0.7250	4	06/09/2024
Appointment	Schmidt, Brian	Main Shelver	Outreach Services	0.6000	2	05/12/2024
Appointment	Sims, De Shawna R.	Library Customer Adviser	Forest Park	0.5000	4	05/12/2024
Appointment	Depue, Samantha D.	Customer Service Sub	Customer Service Subs	0.7250	4	06/09/2024
Appointment	Lunsford, Megan L.	Branch Shelver	Groesbeck	0.3000	1	05/26/2024
Appointment	Butscha, Erika N.	Page	Sorting and Mat Retrieval	1.0000	2	05/26/2024
Appointment	Heppert, Daisy M.	Page	Sorting and Mat Retrieval	1.0000	2	05/26/2024
Appointment	Barnes, Destiny R.	Branch Shelver	Monfort Heights	0.3000	1	06/09/2024
Appointment	Tucker, Callie M.	Branch Shelver	Monfort Heights	0.3000	1	06/09/2024
Appointment	Gulasy, Miranda M.	Library Spaces Supervisor	Library Spaces	1.0000	9	06/23/2024
Appointment	Brodbeck, Deborah A.	Customer Service Sub	Customer Service Subs	0.7250	4	06/09/2024
Appointment	Gallon, Jordan M.	Library Customer Adviser	North Central	0.5000	4	06/09/2024
Appointment	Xu, Claire	Main Shelver	Sorting and Mat Retrieval	0.5000	2	06/09/2024
Appointment	Cobb, Joshua M.	Public Safety Specialist	Public Safety	1.0000	6	06/09/2024
Appointment	Barnes, Warren E.	Public Safety Specialist	Public Safety	1.0000	6	06/09/2024
Appointment	Gebele, Trix-Nico K.	Library Customer Adviser	Bond Hill	0.5000	4	06/09/2024
Appointment	Seger, Owen J.	Main Shelver	Sorting and Mat Retrieval	0.5000	2	06/09/2024
Appointment	Moore, Maxine L.	Library Customer Adviser	Madisonville	0.5000	4	06/23/2024
Appointment	Haney, James D.	Library Customer Adviser	Bond Hill	0.5000	4	06/09/2024
Appointment	Emerson, Kason L.	Library Customer Adviser	Monfort Heights	0.5000	4	06/23/2024
Appointment	Risma, Chai Lee P.	Library Customer Adviser	Elmwood Place	0.5000	4	06/23/2024
Appointment	Salinas, Juriana L.	Library Customer Adviser	Monfort Heights	0.5000	4	06/23/2024

Appointment	Maxfield, Ellie C.	Branch Shelver	Madeira	0.3000	1	06/23/2024
Appointment	McCartney, Brendon K.	Library Customer Adviser	Clifton	0.5000	4	06/23/2024
Appointment	Overholt, Seth J.	Library Customer Adviser	Popular Library	0.5000	4	06/23/2024
Appointment	Heath, Joseph F.	Public Safety Specialist	Public Safety	1.0000	6	06/23/2024
Appointment	MacKenzie, James R.	Library Customer Adviser	West End	0.5000	4	06/23/2024
Appointment	Marshall, Wesley M.	Branch Shelver	Green Township	0.3000	1	06/23/2024
Change	Barker, Suzanne E.	Library Customer Adviser	Corryville	0.6000	4	06/23/2024
Change	Horobik, Valerie C.	Customer Service Sub	Customer Service Subs	0.7250	4	06/23/2024
Change	Schreyer, Katharine L.	Library Customer Adviser	Groesbeck	1.0000	4	06/09/2024
Change	Rhodus, Bailey M.	TC_Makerspace Technician	Techcenter Makerspace	0.6000	4	05/12/2024
Change	McConnell, Joan H.	Library Customer Adviser	Clifton	0.6000	4	06/23/2024
Change	Kroger-Gardner, Sarah A.	Customer Service Sub	Customer Service Subs	0.7250	4	05/26/2024
Change	Wilson, Shannon L.	Library Customer Adviser	College Hill	0.6000	4	06/23/2024
Change	Pierson-Johnson, Ruth J.	Library Customer Adviser	Norwood	0.6000	4	06/23/2024
Change	Ullrey, Duncan R.	Library Customer Adviser	Northside	0.6000	4	06/23/2024
Change	Prysock, Jayla A.	Adult Learn Center Asst	Adult Learn & Literacies	0.6000	4	05/26/2024
Change	Schriever, Dana E.	Library Customer Adviser	Popular Library	1.0000	4	06/09/2024
Change	Winicker, Emilie R.	Library Customer Adviser	Anderson	1.0000	4	05/26/2024
Change	Ludwig, Jessie R.	Library Customer Adviser	West End	1.0000	4	06/09/2024
Change	Braunskill, Kiera J.	Library Customer Adviser	North Central	0.6000	4	05/12/2024
Change	Thomas, Songhay	Adult Learn Center Asst	Adult Learn & Literacies	1.0000	4	05/26/2024
Change	Parrott, James	TC_Makerspace Technician	Techcenter Makerspace	1.0000	4	05/12/2024
Change	Crawford, Rayya S.	Library Customer Adviser	Norwood	1.0000	4	06/09/2024
Change	Ehrnschwender, Molly B.	Youth Librarian	Walnut Hills	1.0000	7	05/15/2024
Change	Winicker, Emilie R.	Library Customer Adviser	Anderson	1.0000	4	05/29/2024
Change	Mays, Emily A.	Youth Librarian	Popular Library	1.0000	7	06/23/2024
Departure	Lipps, Adam J.	Public Safety Specialist	Public Safety	0.5000	6	06/07/2024
Departure	Chumbley, Lesleigh R.	Customer Service Sub	Customer Service Subs	0.7250	4	05/17/2024
Departure	Jacobs, Allison R.	Youth Librarian	Mt. Healthy	1.0000	7	05/31/2024
Departure	Oaks, Christopher S.	Branch Manager	Oakley	1.0000	9	05/24/2024
Departure	Kiefer, Margaret R.	Branch Shelver	Monfort Heights	0.3000	1	05/14/2024
Departure	Wells-McCullough, Jacob C.	Library Customer Adviser	Avondale	0.5000	4	05/28/2024
Departure	Leventry, Erin J.	Library Customer Adviser	Groesbeck	0.6000	4	06/07/2024

Departure	Raley, Thomas F.	Truck Driver	Shipping&Receiving	1.0000	6	05/29/2024
Departure	Bell, Ramona L.	Library Customer Adviser	Popular Library	0.5000	4	05/15/2024
Departure	Maver, Devon F.	Library Customer Adviser	Walnut Hills	0.6000	4	06/29/2024
Departure	Shepard, Sage D.	Main Shelver	Sorting and Mat Retrieval	0.5000	2	05/29/2024
Departure	Britton, Sheena	Library Customer Adviser	Bond Hill	0.5000	4	06/22/2024
Departure	Bommaraju, Suguna	HW Help & Enrichment Asst	North Central	0.3000	3	06/26/2024
Departure	Frost, Larry A.	Maintenance Technician	Maintenance Services	1.0000	6	06/13/2024
Departure	Miller, Grace M.	Branch Shelver	Green Township	0.3000	1	05/22/2024
Departure	Firor, Robert T.	Branch Shelver	Blue Ash	0.3000	1	07/05/2024
Departure	Mastruserio, Kayli I.	Branch Shelver	Harrison	0.3000	1	06/26/2024
Departure	Edwards, Margaret E.	Customer Service Sub	Customer Service Subs	0.7250	4	06/07/2024
Departure	Draghic, Royce A.	Library Customer Adviser	Bond Hill	0.5000	4	05/17/2024
Departure	MacKenzie, James R.	Library Customer Adviser	West End	0.5000	4	07/01/2024
Departure	Riley, Glenn	Library Customer Adviser	Bond Hill	0.5000	4	06/18/2024
Departure	Georgin, Gary E.	Public Safety Specialist	Public Safety	1.0000	6	06/29/2024
Departure	Oliver, Michelle R.	Human Resources Coord	Human Resources	1.0000	7	07/05/2024
Departure	Jutt, Mia T.	Branch Shelver	Blue Ash	0.3000	1	06/11/2024
Departure	Suhadolnik, Grace C.	Branch Shelver	Norwood	0.3000	1	06/29/2024
Promotion	Gillispie, Edith A.	Branch Manager	Oakley	1.0000	9	06/09/2024
Promotion	Pape, Fritz J.	Library Customer Spec	Popular Library	1.0000	5	05/12/2024
Promotion	Hester, Kelwin L.	Library Customer Spec	Mt. Healthy	1.0000	5	05/26/2024
Promotion	DiLoreto, Erika	Library Customer Spec	Popular Library	1.0000	5	05/12/2024
Promotion	Thomas, Jessica R.	Library Customer Adviser	Harrison	0.5000	4	06/23/2024
Promotion	Schnure, Rowe E.	DEIE Coordinator	DEIE	1.0000	7	05/26/2024
Promotion	Brown, Kaitlynn M.	Library Customer Adviser	Reading	0.5000	4	06/23/2024
Promotion	Aleman-Padilla, Norberto M.	Library Customer Spec	Greenhills	1.0000	5	05/26/2024
Promotion	Borger, Amelia-Bell R.	Library Customer Adviser	Popular Library	1.0000	4	05/26/2024

- Statistical Report for June 2024 and July 2024

- Statistical Highlights – Meet Me at Main!

Meet Me at Main! Opening Weekend Data Highlights

July 12-14, 2024

The numbers

Library customers enjoyed music, programs, and special guests but also utilized services throughout the building, including accessing computers and checking out books.



12,070

visits to the newly renovated building.



898

customers signed up for library cards during the record breaking attempt on Saturday. This is the most card sign-ups ever recorded in one day at CHPL.



5004

checkouts at Main.



284

Children and teens signed up for the Summer Reading program in 3 days.

- 33 Kids and 7 Teens returned completed challenges.
- 7 Kids and 2 Teens returned bonus challenges.



384

Story Center engagements with the 5 interactive stations.

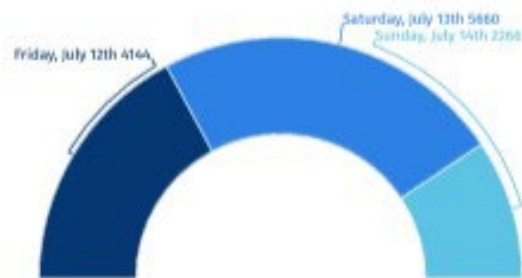


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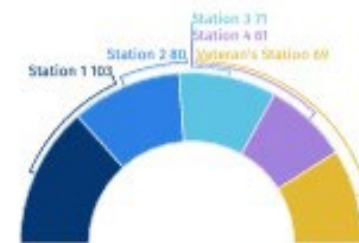
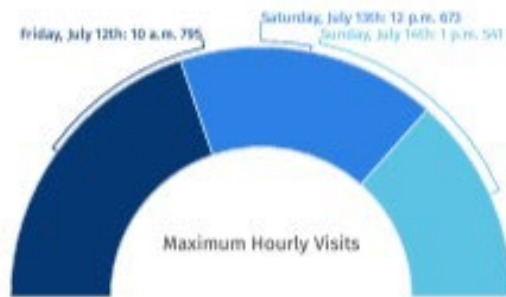
wifi sessions.

The Story Center opened with strong usage.

Visits by day



The library saw large crowds, including nearly 800 visits in one hour.



Made with **Infogram**

Meet Me at Main! Opening Weekend Data Highlights

July 12-14, 2024

What did customers check out?



Children's area (1st Floor) Checkouts

Included 289 Easy Books, 226 juvenile graphic novels, and 113 board books.



1st Floor Checkouts

Included 143 Lucky day items, 136 new arrivals and 183 DVDs.



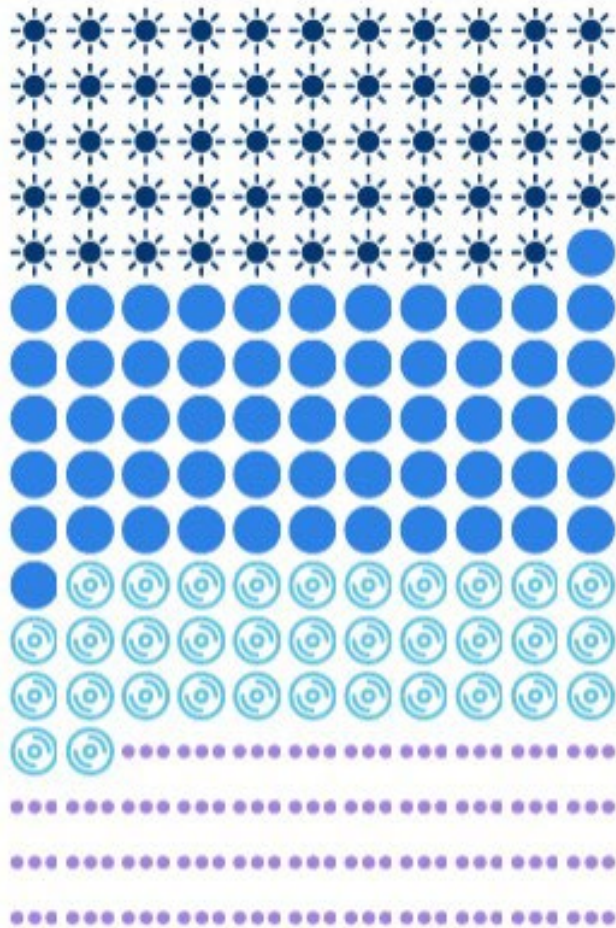
2nd Floor Checkouts

Included 546 non-fiction books, 62 new non-fiction books, 28 documentaries, and 25 world DVDs.



3rd Floor Checkouts

Included 159 magazines, 61 CDs and 30 music scores.



- 1439 Children's books and audio
- 1528 1st floor materials
- 904 2nd floor materials
- 1128 3rd floor materials/other locations

recorded climbs to the 2nd floor of the social stairs during the opening weekend.



- Investment Report (summary of invested balances) as of July 31, 2024

Cincinnati and Hamilton County Public Library
Investment Summary as of July 31, 2024

	Amount As of 6/30/2024	Amount As of 07/31/2024
Fifth Third Investment:		
General Fund	\$5,894,228.00	\$6,889,228.00
Building and Repair	\$31,293,402.40	\$31,293,402.40
Total	\$37,187,630.40	\$38,182,630.40
Fifth Third Operating Account:		
General Fund	\$25,574,750.52	\$23,627,026.20
Insurance Reserve	\$230,000.00	\$230,000.00
Special Revenue Funds	\$1,877,379.60	\$1,870,920.48
Building and Repair	\$9,456,232.71	\$6,742,114.34
Permanent Trust Funds	\$1,384,411.42	\$1,481,203.67
Total	\$38,522,774.25	\$33,951,264.69
STAR Ohio:		
Building and Repair	\$1,228,128.69	\$1,228,128.69
Total	\$1,228,128.69	\$1,228,128.69
U.S. Bank Managed Investments (Trust Funds):		
Total	\$6,776,403.00	\$6,776,403.00
Grand Total	\$83,714,936.34	\$80,138,426.78

Ms. Redden seconded.

Voting for the motion: Mr. Hendon, Mr. Olson, Ms. Louis, Ms. Redden...4 ayes. The motion carried.
(20-2024).

The Regular Meeting was then adjourned.

 President

 Attest: Secretary