

AKRON-SUMMIT COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
REGULAR MEETING  
JUNE 30, 2016  
COMMUNITY ROOM, FIRESTONE PARK BRANCH LIBRARY

President William D. Rich called the meeting of the Board of Trustees of the Akron-Summit County Public Library to order at 4:08 pm at the Firestone Park Branch Library. The following members of the Board answered the roll call: Lolita Adair, John Frola, Jr., William D. Rich, and Bernard Rochford. Jill Darlington and Ray Weber were absent. Present from Library staff were David Jennings, Michelle Scarpitti, Carrie Burrier, Carla Davis, Vickie King, Lisa Krok, Eileen Herbert, Pam Hickson-Stevenson, Ann Hutchison, Stephanie Jolliff, Patty Marsh, Lisa Percy, Carl Roxbury, Val Sherman, and Barb White.

Mr. Rochford moved, seconded by Mrs. Adair, to adopt the agenda for the June 30, 2016 meeting. The roll call vote followed: Mrs. Adair, Mr. Frola, Mr. Rich, and Mr. Rochford all voted aye. The motion carried. 16-48  
AGENDA

Mrs. Adair moved, seconded by Mr. Rochford, to adopt the minutes of the May 26, 2016 meeting. After discussion, Mrs. Adair stated that on the 4<sup>th</sup> page, the last sentence in the 5<sup>th</sup> paragraph should clarify “ASCPL board members.” The roll call vote followed to adopt the corrected May minutes: Mrs. Adair, Mr. Frola, Mr. Rich, and Mr. Rochford all voted aye. The motion carried. 16-49  
MAY MEETING  
MINUTES

Mr. Rich welcomed the meeting attendees and expressed appreciation to Lisa Krok, Branch Manager, and the Firestone Park staff for hosting the June board meeting. 16-49  
PRESIDENT’S  
REMARKS

Michelle Scarpitti, Fiscal Officer, presented the Executive Summary and the Financial Reports for May.

[The financial report is appended to the minutes.]

Mr. Frola moved, seconded by Mr. Rochford, approval of the May 2016 financial report. The roll call vote followed: Mrs. Adair, Mr. Frola, Mr. Rich, and Mr. Rochford all voted aye. The motion carried. 16-50  
MAY  
FINANCIAL  
REPORT

Ms. Scarpitti presented the donor/gift list and reported that in May the Library received \$800 in monetary donations and three and one-half pages of materials donations.

Mrs. Adair moved, seconded by Mr. Frola, acceptance of the May 2016 Donor/gift list with great appreciation. The roll call vote followed: Mrs. Adair, Mr. Frola, Mr. Rich, and Mr. Rochford all voted aye. The motion carried. 16-51  
DONOR/GIFT LIST

Ms. Scarpitti presented the investment report for May 2016.

[The investment report is appended to the minutes.]

Ms. Scarpitti presented the 2017 Alternative Tax Budget. Mr. Rochford moved, seconded by Mr. Frola, adoption of the 2017 Alternative Tax Budget. The roll call vote followed: Mrs. Adair, Mr. Frola, Mr. Rich, and Mr. Rochford all voted aye. The motion carried.

16-52  
ALTERNATIVE  
TAX BUDGET

Ms. Scarpitti reported that the 2015-2016 audit is complete. The auditors have made suggestions for proposed adjustments to the Library’s financial statements. She will be presenting those to the board in the near future.

Lisa Peercy presented the June 2016 Personnel Report. She stated there had not been any changes since it was sent to the Board.

**AKRON-SUMMIT COUNTY PUBLIC LIBRARY  
Personnel Report – June 2016**

**RESIGNATIONS:**

<b><u>Employee</u></b>	<b><u>Classification</u></b>	<b><u>Date</u></b>	<b><u>Agency</u></b>
Cox, Christine	Substitute Public Service Assistant	06.17.16	Public Services
Hull, Quinn	Substitute Public Service Assistant	06.07.16	Public Services
Jeffries, Brina	Student Assistant	07.09.16	Northwest Akron
Kannai, Alshina	Student Assistant	06.29.16	Northwest Akron
LaBo, Ryan	Shelver	06.25.16	Culture/AV
Smith, Ja’Sean	Student Assistant	06.11.16	Maple Valley

**SELECTIONS:**

<b><u>Employee</u></b>	<b><u>Classification</u></b>	<b><u>Date</u></b>	<b><u>Agency</u></b>
Alberts, Kimberly	Early Childhood Librarian	07.05.16	Northwest Akron
Barnes, Erica	Student Assistant	06.27.16	Northwest Akron
Derr, Michael	Events Supervisor	06.27.16	Events
DeLuca, Alex	Student Assistant	05.30.16	Goodyear
Donohue, Jerri	Substitute Public Service Assistant	06.14.16	Public Services
Finley, John	Events Assistant	06.13.16	Events
Gaivin, Robin	Student Assistant	06.13.16	Nordonia Hills
Johnson, Mykena	Student Assistant	06.13.16	Northwest Akron
Miller, Brianna	Student Assistant	05.30.16	Ellet
Nowak, Madilyn	Student Assistant	06.13.16	Nordonia Hills

Penkalski, Joanne	Substitute Public Service Assistant	06.14.16	Public Services
Rosaler, Ruth	Substitute Public Service Assistant	06.14.16	Public Services
Schrode, Cameron	Integrated Library System Specialist	06.20.16	Administration
Smith, Ja'Sean	Student Assistant	05.30.16	Maple Valley

**CHANGE OF STATUS:**

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Teeter, Pamela	EC Librarian job share FMLA without pay	06.01.16	Fairlawn Bath FMLA
VonStein, Lindsey	Medical Leave without pay Student Assistant	06.08.16	Medical Leave Kenmore

**CHANGE OF STATUS: (Promotion)**

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Nakoneczny, Michael	Technical Service Assistant Acquisitions Assistant	05.30.16	Technical Services same
Ruch, Krista	Substitute Service Assistant I Public Service Assistant II part-time	06.06.16	Public Services Nordia Hills

**ABANDONMENT OF JOB**

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Grant, Emmanuel	Student Assistant	05.31.16	Odom
Swejk, Zachary	Student Assistant	05.10.16	Culture/AV

**NUMBER OF STAFF MEMBERS**

	<u>06.18.13</u>	<u>06.19.14</u>	<u>06.17.15</u>	<u>06.17.16</u>
Full-Time Staff:	261	254	245	258
Part-Time/Job-Share Staff:	39	46	46	53
Student Assistants:	91	78	80	80
Total number of Staff:	391	378	371	391
Full-Time Equivalents	296	289	282	297

NOTE: These numbers cannot be compared from month to month for the following reason: the numbers may not reflect additions and deletions to the payroll system as the changes are made immediately prior to or after the date the personnel action is effective.

Mr. Frola moved, seconded by Mr. Rochford, to adopt the Personnel Report. The roll call vote followed: Mrs. Adair, Mr. Frola, Mr. Rich, and Mr. Rochford all voted aye. The motion carried.

16-53  
PERSONNEL REPORT

Mr. Jennings reported the new makerspace on the first floor of Main Library officially opened for business on June 20 with a crowd of interested customers. An article in the Akron Beacon Journal increased interest in the opening event. The TechZone@Main will offer an array of resources and equipment, including:

DIRECTOR'S REPORT  
TECHZONE@MAIN

Vinyl Printer/Cutter	3-D Printer	Laser Engraver
Media Transfer Station	Button Maker	Photo Studio In-A-Box
Sewing Machine	Audio Recording Studio	Video Recording Studio with Green Screen

Predominately funded by a grant from the Knight Foundation, the TechZone@Main equipment offerings are a complement to the entrepreneurial assistance available in the adjacent Microbusiness Center. Officially opened in April, the Library's new Microbusiness Center was one of the public library efforts highlighted in a special report by the American Library Association (ALA), *The People's Incubator: Libraries Propel Entrepreneurship*.

Mr. Jennings stated that members of the Library's Board of Trustees visited sites under consideration for the location of the Springfield-Lakemore satellite facility over the past two weeks. These visits were valuable opportunities for Board members to see firsthand both the opportunities and challenges associated with those possible locations.

SPRINGFIELD-LAKEMORE UPDATE

In an effort to bring this process to a conclusion, Mr. Jennings reported he plans to prepare a recommendation for the Board that will compare and contrast the possible sites in the context of the needs of the Library. He said he will plan to bring that recommendation to the Buildings & Grounds Committee in July.

On June 6, the Library embarked on year five of Mind, Body & Sole, the system-wide summer reading and wellness program. After two weeks of the eight-week program, 6,487 people have registered to participate, including almost 4,000 children from pre-school through high school.

MIND, BODY & SOLE

Mr. Jennings reported that the Library now offers five different vehicles through which patrons can access and borrow Library resources electronically. These include *OverDrive* (ebooks, downloadable audiobooks, magazines), *Zinio* (magazines), *One Click Digital* (audiobooks), *Tumblebooks* (e-books for young people), and *Hoopla* (streaming movies, audio, and e-books). All of these products allow Library customers to borrow e-content using a library card number, with the items no longer accessible when the borrowing period expires.

E-CONTENT

Mr. Jennings said the Library now circulates over 30,000 items in this fashion each month; the projected 375,000 e-content items borrowed in 2016 will represent approximately 7.5% of the total annual circulation. This percentage has grown by a remarkably consistent 1.25 percentage points each year since 2011.

Mr. Jennings said the Library is preparing to subscribe to an online tutoring service, Tutor.com, by August 2016. This is one of the commitments made to voters in May 2015, as another way to support the educational success of area children. Tutor.com provides online access to experts in over 30 subjects in a one-to-one, real-time tutoring experience. Tutoring hours will be Sunday – Thursday, 3 pm to 10 pm.

TUTOR.COM

The Library plans to make this service easy to reach and convenient to use. This information will be communicated to area school systems in order to promote Tutor.com to their students this fall.

Mr. Jennings informed the Board of the recent closing of the Coffee Pot Café at Main Library. He stated he will be looking at café space options over the next few months.

COFFEE POT CAFÉ

Mr. Jennings also commented on the always moving Naturalization Ceremony held at Main Library on June 23. This special event is coordinated by the International Institute of Akron. This year Judge John R. Adams administered the Oath of Allegiance to 44 individuals from 18 countries.

**REPORT OF THE BUILDING AND GROUNDS COMMITTEE MEETING  
FIRESTONE PARK BRANCH LIBRARY  
JUNE 30, 2016**

COMMITTEE MEETING

*On Thursday, June 30, 2016, the Buildings and Grounds Committee met in the Community Room at the Firestone Park Branch Library. The meeting was called to order at 3:40 pm by Committee chair Lolita Adair. Also present were committee members William D. Rich and John Frola, plus Library staff David Jennings, Michelle Scarpitti, Carl Roxbury, and Pam Hickson-Stevenson.*

*Mr. Rich moved to adopt the agenda as distributed, and all committee members present voted aye.*

*Mr. Jennings and Mr. Roxbury then presented bids received for the Westside Plaza Deck restoration project. Bids received were as follows:*

<i>Whitehouse Construction</i>	<i>\$322,500</i>
<i>Town Center Construction</i>	<i>\$325,000</i>
<i>Schirmer Construction</i>	<i>\$484,000</i>

*The discussion that ensued concerned the fact that the project estimate was for \$215,000, much less than the bids received. Mr. Jennings and Mr. Roxbury recommended that the Board not accept these bids with the idea of rebidding the project early in 2017. After discussion, Mr. Rich moved that the bids received on June 22, 2016 for the Westside Plaza Deck restoration project not be accepted by the Board. Mr. Frola seconded the motion, and all committee members present voted aye. This comes as a recommendation to the Board.*

Mr. Rich said the motion before the Board is to not accept the three bids just described and asked for any discussion on the motion. Hearing none, the roll

16-54  
NON-ACCEPTANCE OF  
BIDS

call vote followed: Mrs. Adair, Mr. Frola, Mr. Rich and Mr. Rochford all voted aye. The motion carried.

*Mr. Jennings then discussed the recent parking fee changes instituted by the City of Akron and also informed the committee that the operator of the Coffee Pot Café has closed at Main Library. He said he will be looking for new café options in the future.*

*The committee meeting was adjourned at 4:04 pm.*

Ann Hutchison presented a sneak peek of the Library's new website. She reported this will be presented to the public soon. It will replace the current Library website that is more than ten years old. Ms. Hutchison gave an overview on the location of information and answered questions from the Board members.

REPORT FROM SENIOR STAFF

Mr. Rochford reported that a number of people who have gone through the TechZone@Main have stated that they are very excited about this new service.

With no further business, Mr. Rich adjourned the meeting at 5:10 pm.

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President

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Secretary