

AKRON-SUMMIT COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
REGULAR MEETING  
FEBRUARY 23, 2017  
BOARD ROOM, MAIN LIBRARY

President Ray Weber called the meeting of the Board of Trustees of the Akron-Summit County Public Library to order at 4:04 pm at Main Library. The following members of the Board answered the roll call: Jill Darlington, William D. Rich, Bernie Rochford and Ray Weber. James D. Casey arrived at 4:13 pm. Lolita Adair and John Frola, Jr., were absent. Present from Library staff were David Jennings, Michelle Scarpitti, Carrie Burrier, Carla Davis, Pam Hickson-Stevenson, Nona Ethington, Eileen Herbert, Ann Hutchison, Stephanie Jolliff, Patty Marsh, Lisa Percy, Carl Roxbury, Val Sherman, and Barb White.

Mr. Rich moved, seconded by Mr. Rochford, to adopt the agenda for the February 23, 2017 meeting. The roll call vote followed: Mrs. Darlington, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion carried. 17-14  
AGENDA

Mr. Rochford moved, seconded by Mrs. Darlington, to adopt the minutes of the January 26, 2017 organizational meeting, with a correction to the year listed in the first paragraph of the Ad Hoc Nominating Committee report. The roll call vote followed: Mrs. Darlington, Mr. Rich, and Mr. Weber all voted aye. Mr. Rochford abstained. The motion carried. 17-15  
JANUARY  
ORGANIZATIONAL  
MINUTES

Mr. Rich moved, seconded by Mr. Weber, to adopt the minutes of the January 26, 2017 regular meeting. The roll call vote followed: Mrs. Darlington, Mr. Rich, and Mr. Weber all voted aye. Mr. Rochford abstained. The motion carried. 17-16  
JANUARY  
REGULAR BOARD  
MINUTES

Mr. Weber remarked that the Board needs to address the various committees and make sure that they are filled. He stated that each Board member typically is on two committees or as many as needed. Mr. Weber said he would contact each Board member to put together a slate to present at the March meeting. PRESIDENT'S  
REMARKS

Michelle Scarpitti, Fiscal Officer, reported the financial reports for January were not available to present at this time.

Mr. Casey arrived at 4:13 pm.

Ms. Scarpitti presented the donor/gift list and reported that in January the Library received \$575 in monetary donations. In addition, there were four pages of material donations.

Mr. Rochford moved, seconded by Mr. Rich, acceptance of the donor/gift list with great appreciation. The roll call vote followed: Mr. Casey, Mrs. Darlington, Mr. Rich, Mr. Rochford and Mr. Weber all voted aye. The motion carried. 17-17  
DONOR/GIFT LIST

Ms. Scarpitti presented the investment reports for January.

[The investment reports are appended to the minutes.]

Ms. Scarpitti distributed Depository Agreements to Board members. She noted that the Library's agreements expire at the end of February. The Library is required to have current Depository Agreements with all active institutions.

Mr. Rich moved, seconded by Mr. Rochford, to authorize the Deposit Agreements with the list of banks as provided. The roll call vote followed: Mr. Casey, Mrs. Darlington, Mr. Rich, Mr. Rochford and Mr. Weber all voted aye. The motion carried.

17-18  
DEPOSITORY  
AGREEMENTS

Lisa Peercy, Human Resources Director, presented the Personnel Report for February 2017. She stated there were no changes to the report since its mailing. She highlighted the retirements of three long term employees; two Branch Managers, and the Custodian who has worked at the Library for over forty years.

**AKRON-SUMMIT COUNTY PUBLIC LIBRARY  
Personnel Report – February 2017**

**RESIGNATIONS:**

<b><u>Employee</u></b>	<b><u>Classification</u></b>	<b><u>Date</u></b>	<b><u>Agency</u></b>
Nowak, Madilyn	Student Assistant	01.21.17	Nordonia Hills
O'Neill, Michael	Student Assistant	01.27.17	Nordonia Hills

**RETIREMENT**

<b><u>Employee</u></b>	<b><u>Classification</u></b>	<b><u>Date</u></b>	<b><u>Agency</u></b>
Clements, Catherine	Branch Manager	03.31.17	Norton
Evans, Timm	Custodian	05.26.17	Facilities Services
Lee, Denise	Branch Manager	03.31.17	Tallmadge

**SELECTIONS:**

<b><u>Employee</u></b>	<b><u>Classification</u></b>	<b><u>Date</u></b>	<b><u>Agency</u></b>
Leonard, Craig	Staff Training Coordinator	02.27.17	Administration
McLeod, Timothy	Akron Police Officer	01.20.17	Akron Police Department
Presley, David	Akron Police Officer	01.23.17	Akron Police Department
Stoddard, Rachel	Student Assistant	02.06.17	Portage Lakes
Zwart, Henry	Student Assistant	02.06.17	Portage Lakes

**CHANGE OF STATUS:**

<b><u>Employee</u></b>	<b><u>Classification</u></b>	<b><u>Date</u></b>	<b><u>Agency</u></b>
Adams, Alicia	FMLA without Pay Child Care Leave without Pay	02.02.17	FMLA CCLOA
Schall, Emily	Public Service Assistant II FMLA without Pay	01.30.17	Portage Lakes FMLA

Schall, Emily	FMLA without Pay Public Service Assistant II	02.07.17	FMLA Portage Lakes
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**CHANGE OF STATUS: (Promotions)**

<b><u>Employee</u></b>	<b><u>Classification</u></b>	<b><u>Date</u></b>	<b><u>Agency</u></b>
Keith, Nathan	Public Service Assistant I part-time (6/2 \$13.52/hr)		Circulation
	Public Service Assistant II full-time (7/3 \$14.06)	02.13.17	Goodyear
Plazo, Mary	Librarian (11/7 \$21.39)		Special Collections
	Division Manager (15/1 \$27.79)	01.23.17	Same

**CHANGE OF STATUS: (Transfers)**

<b><u>Employee</u></b>	<b><u>Classification</u></b>	<b><u>Date</u></b>	<b><u>Agency</u></b>
Snowden, Sharnae	Technical Service Assistant II full-time Public Service Assistant I part-time	02.09.17	Technical Services Circulation
Walker, Monica	Public Service Assistant II Public Service Assistant II	03.06.17	Odom Culture/AV

**RETIREMENT (Comments)**

**Employee**

Catherine Clements  
 08/03/87 - 11/30/87 -- Librarian II, Main Children's Room  
 12/01/87 - 08/31/88 -- Librarian II, East  
 09/01/88 - 02/10/91 -- Librarian II, West Hill  
 02/11/91 - 03/17/96 -- Librarian III, East  
 03/18/96 - 01/20/08 -- Librarian II, job-share, Green (juv)  
 01/21/08 - 03/31/17 -- Branch Manager, Norton  
 Retirement

**Timm Evans**

03/11/74 - 06/24/90 -- PT Custodian, Main  
 06/25/90 - 03/20/01 -- PT Custodian, Green  
 03/21/01 - 07/27/08 -- PT Custodian, Kenmore  
 07/28/08 - 05/26/17 -- PT Custodian, Facilities Services  
 Retirement

**Denise Lee**

06/02/86 - 12/12/87 -- Student Assistant, Circulation  
 rehire  
 08/16/88 - 09/15/88 -- Student Assistant, Philosophy, Religion & Education  
 rehire  
 07/16/89 - 11/04/90 -- Librarian II, McDowell  
 11/05/90 - 09/08/91 -- Librarian II, Business, Labor, Government  
 09/09/91 - 07/30/00 -- Librarian II, Tallmadge job-share  
 07/31/00 - 06/06/10 -- Librarian, Int/YA, Tallmadge full-time  
 06/07/10 - 03/31/17 -- Branch Manager, Tallmadge  
 Retirement

**NUMBER OF STAFF MEMBERS**

	<b><u>02.10.14</u></b>	<b><u>02.19.15</u></b>	<b><u>02.16.16</u></b>	<b><u>02.08.17</u></b>
Full-Time Staff:	254	246	252	259
Part-Time/Job-Share Staff:	45	48	53	47
Student Assistants:	83	81	77	77
Total number of Staff:	382	375	382	383
Full-Time Equivalent	292	294	291	295

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. Rich moved, seconded by Mr. Rochford, adoption of the Personnel Report. The roll call vote followed: Mr. Casey, Mrs. Darlington, Mr. Rich, Mr. Rochford and Mr. Weber all voted aye. The motion carried. 17-19  
PERSONNEL REPORT

Mr. Jennings asked the Board to authorize public bidding for Main Library sidewalk infrastructure repair. The Board approved this project in 2016 but the bids came in significantly higher than the engineer’s estimate, and the Library is hoping for better bidding results in early 2017. The engineer’s estimate on this project is \$350,000. DIRECTOR’S REPORT

Mr. Jennings also asked for authorization to repair the Portage Lakes Branch parking lot. He described the need to replace asphalt in the entire lot, the drain culverts, and some of the curbs and stated the work would be completed this summer. The engineer’s estimate of the project is \$239,500.

The Library has budgeted funds for both of these projects in line item #3310 of the 2017 General Fund.

Mr. Rich moved, seconded by Mr. Rochford, authorization to put these two projects out for public bid in March. The roll call vote followed: Mr. Casey, Mrs. Darlington, Mr. Rich, Mr. Rochford and Mr. Weber all voted aye. The motion carried. 17-20  
AUTHORIZATION  
TWO PROJECTS FOR  
PUBLIC BID IN  
MARCH

Mr. Jennings reported that the phone system of the Library is now ten years old. The current Cisco 7941 and 7961 phone hardware is beginning to fail. In addition to the hardware failing, the phone system is no longer supported on newer versions of Cisco Call Manager software that run the phone system. Replacing those 450 instruments and some of the underlying infrastructure will cost \$315,486. The lease purchase allows for spreading the expense over five years (\$63,000/year). PHONE SYSTEM

The Library has budgeted funds for this in line item #5560 in the 2017 General Fund.

Mr. Rich moved, seconded by Mr. Casey, adoption of the resolution authorizing equipment lease purchase of phone equipment. The roll call vote 17-21  
AUTHORIZATION OF  
LEASE PURCHASE

followed: Mr. Casey, Mrs. Darlington, Mr. Rich, Mr. Rochford and Mr. Weber all voted aye. The motion carried.

**Mr. Jennings presented Library Statistics 2016:**  
A picture can be painted of a **typical day** at ASCPL:

LIBRARY STATISTICS  
2016

**Customers**

Visits to Library Facilities	6,800
Visits to Library Website	4,500

**Programs/Meetings**

Library Programs Offered	28
Library Program Attendance	700
Community Meetings Held	12
Community Meeting Attendance	220

**Resource Use**

Items Borrowed	14,000
Computer Logins	1,500
WiFi Connections	2,200
Library App Uses	8,000

**Average Branch Annual Stats**

Similarly, here are some 2016 annual statistics for the **average, typical branch library** in the Library's system:

Public Service Staff	7
Visits	99,000
Programs offered	400
Program attendance	10,500
Items borrowed	176,000
Community meetings held	180
Community meeting attendance	2,650
Computer logins	17,860
Community engagement meetings attended	25

Mr. Jennings reported that these are output measures of how the community uses the Library in a variety of ways. They are real and important measures of how the Library serves individuals, families, and community groups. Also, these measures indicate value. Residents would not visit, attend programs, login, or borrow items if they did not receive value from those activities and experiences.

The Library also will be investigating how the community's use of the Library can be identified and measured as outcomes. Outcomes reflect how use of the Library and how the Library's role in the community are reflected in measurable changes to people's lives.

One challenge of outcome measures is that they are often community-wide statistics (poverty rate, third grade reading levels, high school graduation rates, health indicators, etc.), upon which the Library's influence is not easily

quantified. Because of the involvement with the community, and participation in many initiatives to improve the community, such statistics are important in evaluating the Library's overall impact. Those numbers are so dependent upon the efforts of others, however, that it is very difficult to discern exactly what effect the Library is having on such issues.

Another possible approach to this challenge is described by the Public Library Association's *Project Outcome*:

Measuring outcomes helps libraries answer the question, "What good did we do?" An outcome is a specific benefit that results from a library service or program. Outcomes can be quantitative or qualitative, and are often expressed as changes that individuals perceive in themselves. Project Outcome helps libraries measure four key patron outcomes—**knowledge, confidence, application, and awareness**—in seven key library service areas:

- Civic/Community Engagement
- Digital Learning
- Economic Development
- Education/Lifelong Learning
- Early Childhood Literacy
- Job Skills
- Summer Reading

Mr. Jennings stated that the Library obviously has a great deal going on with a terrific staff who are committed to service and engagement with the community. Fully understanding how the Library affects people's lives will be key to continued improvement of the services and resources provided. As the Library embarks on strategic planning later this year, evaluating possible outcome measures like those listed by Project Outcome and using the survey tools needed will definitely be part of that process.

Mr. Jennings reported that on March 29 several members of both the Library administration and the Board will travel to Columbus for the Ohio Library Council's annual legislative day. They will meet with the two state senators and five state representatives about the need to preserve and enhance state funding of public libraries in Ohio.

OLC LEGISLATIVE DAY

Mr. Jennings stated the Children's Library at Main has partnered with the Akron Public Schools National Inventors Hall of Fame STEM Middle School on a problem-based learning experience for 55 fifth graders. The project is to re-imagine and design a space in the CL for tweens. He explained that this is an example of a unique collaboration and expressed appreciation to CL Manager Trish Saylor and the CL staff for making this happen. The next step will be to see which ideas can be pursued in re-inventing that space.

AKRON PUBLIC SCHOOLS STEM SCHOOL PROJECT

Mr. Jennings announced that the resumption of one-hour of free parking for Main Library customers appears to be going well, with overwhelmingly positive public comment and reaction.

MAIN LIBRARY PARKING

Mr. Jennings reported that author Sam Quinones, whose book *Dreamland* has been acclaimed as the pre-eminent book about the opiate problem in America, will be speaking at Main Library on April 12. His appearance here is largely due to the efforts of BG librarian Ricki Ethington through her participation in the Summit County Opiate Task Force. The Library anticipates a large crowd for Mr. Quinones. SAM QUINONES

Mr. Jennings said he will be contacting managers soon about another round of visits, starting with several places he did not get to last year. BRANCH VISITS

Mr. Weber stated there were no Committee Reports.

Mr. Weber stated there were no reports from Senior Staff.

There being no further business, Mr. Weber adjourned the meeting at 5:13 pm.

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President

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Secretary