

AKRON-SUMMIT COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
JUNE 28, 2018
SPRINGFIELD-LAKEMORE BRANCH LIBRARY

President Ray Weber called the regular meeting of the Board of Trustees of the Akron-Summit County Public Library to order at 4:05 pm at the Springfield-Lakemore Branch Library. The following members of the Board answered the roll call: Lolita Adair, James Casey, William Rich, Bernard Rochford and Ray Weber. Jill Darlington and John Frola, Jr. were absent. Present from Library staff were Carrie Burrier, Andrea Cowgar, Carla Davis, Cheryl Engle, Melani Fragge, Patty Marsh, Pam Hickson-Stevenson, Ann Hutchison, Lisa Peercy, Pam Plumley, Carl Roxbury, Michelle Scarpitti, Val Sherman, and Barb White. Also present was Jeff Heintz of Brouse McDowell.

Mr. Casey moved, seconded by Mrs. Adair, to adopt the agenda with the move of the Buildings and Grounds Report to Item 3 per motion to amend offered by Mr. Casey, seconded by Mr. Rich. The roll call vote followed: Mrs. Adair, Mr. Casey, Mr. Rich, Mr. Rochford and Mr. Weber all voted aye. The motion carried.

18-51
AGENDA

The Buildings and Grounds Committee met Thursday, June 28, 2018 in the meeting room of the Springfield-Lakemore Branch Library.

BUILDINGS &
GROUNDS
COMMITTEE
REPORT

Committee Chair Lolita Adair called the meeting to order at 3:37 pm, with committee members Jim Casey and Ray Weber attending. Also attending were Pam Hickson-Stevenson, Carl Roxbury, and Michelle Scarpitti of the Library Staff; and Jeff Heintz of Brouse McDowell.

Mr. Casey moved, seconded by Mr. Weber, to adopt the agenda as presented. All committee members present voted aye.

At 3:40 pm Mr. Casey moved, seconded by Mr. Weber, to go into executive session pursuant to Ohio law in order to consult with legal counsel regarding a matter of imminent litigation. At 4:02 pm, Mrs. Adair declared the committee out of executive session.

Mr. Casey moved, seconded by Mr. Weber, to recommend approval of the proposed settlement agreement as presented by and between ACT Ohio, IBEW, ASCPL, LTS Construction LLC, and Akron Center Associates, LP regarding the Springfield-Lakemore Branch Library. This comes as a recommendation to the board.

The roll call vote followed. Mrs. Adair, Mr. Casey, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion carried.

18-52
SETTLEMENT

Meeting adjourned at 4:04 pm.

Mr. Rich moved, seconded by Mrs. Adair, to adopt the minutes of the May 31, 2018 meeting with corrections to pages 3, 4 and 5. The roll call vote followed: Mrs. Adair, Mr. Casey, Mr. Rich, and Mr. Weber all voted aye. Mr. Rochford abstained. The motion carried.

18-53
MAY BOARD
MINUTES

Mr. Weber reported that Mr. Casey has been reappointed for another term. He will be sworn in at the July meeting. Also, Mr. Weber thanked Melani Fragge, Branch Manager of Springfield-Lakemore, and staff for hosting the board meeting. He remarked that the branch has been the only one opened during his tenure on the board and that it appears to be doing remarkably well. Finally, Mr. Weber stated that the first interviews were in progress to fill the Deputy Director position and that it's hoped a candidate will be hired within the next couple of meetings. PRESIDENT'S
REMARKS

Michelle Scarpitti, Fiscal Officer, presented the executive summary and financial report for May 2018. Mr. Rich moved, seconded by Mr. Rochford, to accept the financial report for May 2018. The roll call vote followed: Mrs. Adair, Mr. Casey, Mr. Rich, Mr. Rochford and Mr. Weber all voted aye. The motion carried. 18-54
MAY FINANCIALS

Ms. Scarpitti presented the donor/gift list and reported that in April the Library received \$3,325.00 in monetary donations. In addition, there were three and one-half pages of material donations. Mrs. Adair moved, seconded by Mr. Rich, acceptance of the donor/gift list with great appreciation. The roll call vote followed: Mrs. Adair, Mr. Casey, Mr. Rich, Mr. Rochford and Mr. Weber all voted aye. The motion carried. 18-55
DONOR/GIFT LIST

Ms. Scarpitti presented the investment reports for May.
[The investment reports are appended to the minutes.]

Ms. Scarpitti reported the auditor's report was submitted to the state, and she is awaiting the results.

Ms. Scarpitti presented the 2019 Alternative Tax Budget to the board. Mr. Rich moved, seconded by Mr. Rochford, to approve it with a change on the last page of the report to state N/A – NO TANs. The roll call vote followed: Mrs. Adair, Mr. Casey, Mr. Rich, Mr. Rochford and Mr. Weber all voted aye. The motion carried. 18-56
ALTERNATIVE
TAX BUDGET

Lisa Peercy, Human Resources Director, presented the Personnel Report for June 2018. She stated there were no changes to the report since its mailing. Mr. Rich moved, seconded by Mrs. Adair, to adopt the Personnel Report. The roll call vote followed: Mrs. Adair, Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rich, and Mr. Weber all voted aye. The motion carried. 18-57
PERSONNEL
REPORT

**AKRON-SUMMIT COUNTY PUBLIC LIBRARY
Personnel Report – June 2018**

RESIGNATIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Alvarado, Tommy	Student Assistant	06.02.18	Youth Services Office
Elshayeb, Muna	Student Assistant	05.29.18	Firestone Park
Pritt, Alecia	Shelver	05.21.18	Culture/AV
Solomon, Lauryn	Student Assistant	05.29.18	Maple Valley
Stone, Lindsey	Events Assistant	06.29.18	Events

SELECTIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Bretzin, Jacob	Student Assistant	06.11.18	Business & Government
Robinson, Zion	Student Assistant	05.29.18	Science & Technology

CHANGE OF STATUS: (Transfer)

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Bowen, Gerri	Early Childhood Librarian Librarian	07.02.18	Firestone Park Collection Development
Wells, Caitlin	Public Service Assistant II Float Public Service Assistant II Tech Zone	07.09.18	Public Services Electronic Services

CHANGE OF STATUS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Vaccani, Vic	Custodian full-time Custodian part-time	05.14.18	Facilities Services same

NUMBER OF STAFF MEMBERS

	<u>06.16.09</u>	<u>06.09.10</u>	<u>06.17.16</u>	<u>06.20.17</u>	<u>06.25.18</u>
Full-Time Staff:	291	270	258	260	276
Part-time/Job-Share Staff:	68	54	53	52	47
Student Assistants:	86	73	80	77	76
Total number of Staff:	445	397	391	389	399
Full-Time Equivalents	339	307	297	298	310

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.

Ms. Hickson-Stevenson reported that Special Collections received a grant via the State Library of Ohio from the Digital Public Library of America (DPLA) from the Knight foundation to digitize more than two thousand Ohio Ballet photographs for inclusion in the DPLA. The Library is grateful to the three organizations as well as photographers Ott Gangl and J.J. Prekop for helping to make this digitization possible. Ms. Hickson-Stevenson strongly encouraged all present to check out the site and to allow time to browse it.

DIRECTOR” S
REPORT

Ms. Hickson-Stevenson then reported that the library received a letter from the Akron-Canton Regional Foodbank thanking us for a donation of 713 pounds of food. Ms. Hickson-Stevenson thanked Carl Roxbury and his team for all their work in setting up and collecting the food in the library.

FOODBANK

Ms. Hickson-Stevenson also reported that Jon Hershey, Mobile Services Manager, recently had a wood carving of his featured in the British magazine, *The Woodworker*, as a whimsical project. He had carved a “hand” on the end of a stick so that the ‘vertically challenged” staff on the bookmobile could adjust the overhead air conditioning unit.

Ms. Hickson-Stevenson then updated the board regarding damage to the roof of Main Library that occurred on Sunday, caused by the Chemstress building adjoining Main Library on the northwest corner. She commended the staff of Special Collections and Business & Government for their quick actions regarding patron safety and Carl Roxbury for his action to protect our property. The damage is remediated for now and the roof is protected by thick wood. Potentially dangerous areas both inside and out are roped off. Mr. Roxbury stated that the damage is more severe to the Chemstress building than originally thought and that Coons Restoration will remove bricks to repair/replace that section of the wall. During this process Main Library's roof will be protected by the wood that was put down.

MAIN LIBRARY
ROOF

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

Mr. Weber stated there were no requests for Public Participation.

Ms. Scarpitti reported that the car approved to dispose last meeting was scrapped for \$300. She also stated that she will report next month on the fees, photocopies and taxes. She has compiled information from smaller branches but still needs it from larger branches.

FOR THE GOOD OF
THE ORDER

Mr. Weber stated he had heard a promotional message on WKSU. Ms. Davis explained that some advertising was being done for the mobile app on WKSU and more has been planned. The library also promotes Academic Excellence on WAKR. She also reported that Tim Hite, the Digital Marketing Specialist, has been taking the Library's social media to higher levels of engagement since his hire.

There being no further business, Mr. Weber adjourned the regular meeting at 4:45 pm.

ADJOURNMENT

President

Secretary

