

AKRON-SUMMIT COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
SEPTEMBER 27, 2018
RICHFIELD BRANCH LIBRARY

President Ray Weber called the meeting of the Board of Trustees of the Akron-Summit County Public Library to order at 4:07 pm at the Richfield Branch Library. The following members of the Board answered the roll call: Lolita Adair, James D. Casey, Jill Darlington, John Frola, Jr., Bernard Rochford, and Ray Weber. Absent was William D. Rich. Present from Library staff were Pam Hickson-Stevenson, Michelle Scarpitti, Carrie Burrier, Andrea Cowgar, Carla Davis, Cheryl Engel, Patty Marsh, Lisa Peercy, Pam Plumley, Carl Roxbury, Val Sherman and Jen Stencil. Guests were Krista Szalay of Summit County Children Services; the Honorable Bobbie Beshara, Mayor of the Village of Richfield; and Christopher Papp, Director of Service & Engineering for the Village of Richfield.

Mr. Weber asked if there were any changes to the agenda. Ms. Hickson-Stevenson requested that Public Participation be moved to the third item. Mr. Casey moved, seconded by Mr. Rochford, to adopt the agenda with Public Participation moved to Item 3. The roll call vote followed: Mrs. Adair, Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rochford, and Mr. Weber all voted aye. The motion carried.

18-70
AGENDA

Ms. Szalay of Summit County Children Services requested that the Library Board endorse the agency's levy. This will be their first additional funds in thirty years. Their operational funds have decreased since 2008. They will lose 34% of staff and suffer a 20% budget cut if the levy doesn't pass. She stated they see one in twelve children in Summit County and had 11,000 calls last year. Mr. Weber informed her the board would discuss the request and let her know the decision.

PUBLIC
PARTICIPATION

Mr. Rochford moved, seconded by Mr. Casey, to adopt the minutes of the August 30, 2018 meeting. In the third paragraph of the first page, the date of the minutes was changed from June 28 to July 26. In the first line of the third paragraph of the last page, the word or was changed to the word of. The roll call vote followed: Mrs. Adair, Mr. Casey, Mrs. Darlington, Mr. Rochford, and Mr. Weber all voted aye. Mr. Frola abstained. The motion carried.

18-71
AUGUST BOARD
MINUTES

Mr. Weber thanked Jen Stencil and the Richfield Branch Library for hosting the Board meeting in their lovely facility.

PRESIDENT'S
REMARKS

Michelle Scarpitti, Fiscal Officer, presented the Executive Summary and the financial reports for August 2018. She stated that the Library received additional advances on the second half real estate levy settlement.

Mr. Rochford moved, seconded by Mrs. Adair, to adopt the August 2018 financial report. The roll call vote followed: Mrs. Adair, Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rochford, Mr. Weber all voted aye. The motion carried.

18-72
AUGUST
2018 FINANCIAL
REPORT

Ms. Scarpitti presented the donor/gift list. There were \$5,227.73 in monetary donations and approximately two and a half pages of material donations. The list also showed acknowledgment of in-kind donations to particular branches.

Mrs. Adair moved, seconded by Mr. Rochford, acceptance of the donor/gift list with great appreciation. The roll call vote followed: Mrs. Adair, Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rochford, Mr. Weber all voted aye. The motion carried. 18-73
ACCEPTANCE OF DONOR/GIFT LIST

Ms. Scarpitti presented the investment reports for August 2018. She highlighted the negative balance in the (701) Employee FSA Fund. She stated that she checked with the auditor who was not concerned as it was not a significant amount. The auditor would be concerned if there still is a deficit at the end of the year. It was suggested by Mrs. Adair that the issue be revisited in December and could be covered then by the (299) Forfeited FSA account.

[The investment reports are appended to the minutes.]

Lisa Peercy, Human Resources Director, presented the Personnel Report for August 2018. Ms. Peercy stated there were no changes to the report since it was sent to the board members.

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

RESIGNATIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Alimi, Kristina	Shelver	09.12.18	North
Campbell, Amy	Public Service Assistant II	09.07.18	Electronic Services
Ridgeway-Williams, Sandra	Police Officer	05.29.18*	Akron Police Department
Robinson, Zion	Student Assistant	09.15.18	Science & Technology
Scears, Logan	Student Assistant	08.25.18	Springfield-Lakemore
Seminatore, Dion	Police Officer	06.19.18*	Akron Police Department
Weakland, Mackenzie	Student Assistant	09.29.18	Springfield-Lakemore

*Human Resources did not receive until 9.19.18.

SELECTIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Hopson, Alano	Student Assistant	09.05.18	Highland Square
Njegovan, Caleb	Student Assistant	09.17.18	Springfield-Lakemore
Paris, Anna Marie	Student Assistant	09.17.18	Magazines & Newspapers
Stafford, Chloe	Student Assistant	09.04.18	Norton
West, Maya	Student Assistant	09.17.18	Highland Square
Zhong, Mingyang	Student Assistant	09.17.18	Springfield-Lakemore

CHANGE OF CLASSIFICATION (Promotion)

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Chris, Sylvia	Public Service III (10/1 \$19.42/hr) Librarian (11/1 \$19.96/hr)	09.11.18	Firestone Park same
Goldstein, Carrie	Shelver (2/3 \$9.37/hr) Technical Services Assistant (6/1 \$13.45/hr)	09.03.18	Culture/AV Technical Services

	<u>06.16.09</u>	<u>06.09.10</u>	<u>09.15.16</u>	<u>09.21.17</u>	<u>09.14.18</u>
Full-Time Staff:	291	270	264	263	275
Part-time/Job-Share Staff:	68	54	54	50	46
Student Assistants:	86	73	76	72	71
Total number of Staff:	445	397	394	385	392
Full-Time Equivalents	339	307	302	298	307

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. Rochford moved, seconded by Mr. Frola, adoption of the August 2018 Personnel Report. The roll call vote followed: Mrs. Adair, Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rochford, Mr. Weber, all voted aye. The motion carried.

18-74
AUGUST 2018
PERSONNEL
REPORT

Ms. Hickson-Stevenson announced that not only was there an increase in registrations this year for participants in the Mind, Body, Sole reading program, but that there was also an increase in completion of milestone levels in every age group.

DIRECTOR'S
REPORT

Ms. Hickson-Stevenson reported that everything is on track for the Library's role as a super host for this year's *On the Table* event, a community-wide day of gathering and discussion on Wednesday, October 3. As part of *On the Table Greater Akron*, all of the branch libraries are serving as hosts for those discussions.

ON THE
TABLE
GREATER
AKRON
OCT. 3, 2018

Ms. Hickson-Stevenson shared that Eric Litwin, the original author of Pete the Cat, has given the Library permission to record and share his presentation via a copy available at each location. His Friday, October 5 concert will be a great kick-off to the 1,000 Books Before Kindergarten initiative.

PETE THE CAT
AUTHOR
VISIT

Ms. Hickson-Stevenson stated that the Mini Maker Faire had the best attendance ever. A door count was done on only the High Street entrance from 2-3 pm with a total of 609 people entering. An exhibitor commented that this was the busiest he had been out of all of the Faires at Main Library.

MINI MAKER
FAIRE

Ms. Hickson-Stevenson reminded all present that she would be on vacation the following week for her family's move to Summit County.

Ms. Hickson-Stevenson asked the board to consider the request to endorse the Summit County Children Services levy. The endorsement would include permission to place signs and literature at all Library locations. The endorsement would be based on past precedent of endorsing issues that have a strong alignment with the Library's mission. Mr. Weber shared that he supports the issue but cautioned that the Library does not become politically active. The Library's role is to distribute information, not to engage in active support within Library facilities. Mrs. Adair added that the agency provides needed services in the community, whether people support them or not.

ISSUE
ENDORSEMENT
REQUEST

Mr. Rochford moved, seconded by Mrs. Adair, endorsement of Issue 8 by the Library along with permission to place yard signs and literature at Library locations. The roll call vote followed: Mrs. Adair, Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rochford, Mr. Weber all voted aye. The motion carried.

18-75
ENDORSEMENT
OF ISSUE 8

**REPORT OF BUILDINGS & GROUNDS COMMITTEE MEETING
Northwest Akron Branch Library
Wednesday, September 26, 2018 4:30 pm**

The Buildings and Grounds Committee met Wednesday, September 26, 2018 in the conference room of the Northwest Akron Branch Library.

Committee Chair Lolita Adair called the meeting to order at 4:37 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.

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

At 4:39 pm Mr. Casey moved, seconded by Mr. Weber, to go into Executive Session pursuant to Ohio law in order to discuss the sale and purchase of property for a public purpose. At 5:46 pm, Mrs. Adair declared the committee out of Executive Session. No action was taken following Executive Session.

Carl Roxbury reported on the Library's plans for continuing and enhancing staff training for dealing with an active shooter situation. A representative from the Akron Police Department will conduct Run, Hide, Fight training on November 2 for the entire staff at Staff Development Day. Additionally, Carl, Security Manager George Taylor and Safety Specialist Heather Raw will visit each branch library for a branch staff meeting in order to address the unique qualities of each building and how those affect responding to an active shooter situation. Duress buttons at Main Library were upgraded recently and now give a more obvious notification of a security situation. Finally, branches will be evaluated for any needed doors or other types of barriers.

Mrs. Adair declared the meeting adjourned at 5:59 pm.

Pamela J. Hickson-Stevenson, Director

There were no reports from Senior Staff.

SENIOR STAFF

Mr. Rochford expressed thanks to the library on behalf of Oriana House for an event called “Reentry in Motion: Restored Citizen Job Skills” in the auditorium recently. It was very well-attended.

FOR THE GOOD OF
THE ORDER

At 5:01 pm Mrs. Adair moved, seconded by Mr. Rochford, that the board enter Executive Session to consider the purchase of property for a public purpose. The roll call vote followed: Mrs. Adair, Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rochford, Mr. Weber, all voted aye. The motion carried. Invited to stay were Ms. Hickson-Stevenson, Ms. Scarpitti, Mr. Roxbury, Mayor Beshara and Mr. Papp.

EXECUTIVE
SESSION

The board exited Executive Session at 6:00 pm and took no action.

There being no further business, Mr. Weber adjourned the meeting at 6:01pm.

President

Secretary