President James Casey called the meeting of the Board of Trustees of the Akron-Summit County Public Library to order at 4:00 pm in the conference room at Highland Square Branch Library. The following members of the board answered the roll call: James Casey, Jill Darlington, John Frola, Bernie Rochford and Ray Weber. Absent was Bill Rich. Present from Library staff were Pam Hickson-Stevenson, Michelle Scarpitti, Carrie Burrier, Carla Davis, Cheryl Engel, Stephanie Jolliff, Pat Manning, Patty Marsh, Ryan McCoy, Lisa Peercy, Pam Plumley, Carl Roxbury, Val Sherman, and Barb White. Karen Nist from AUI was also present.

Mr. Casey asked for any changes or deletions to the agenda. Mr. Weber moved, seconded by Mr. Frola, to adopt the agenda. The roll call vote followed: Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rochford and Mr. Weber all voted aye. The motion carried.

Mr. Rochford moved, seconded by Mr. Weber, to adopt the minutes of the April 30 meeting. Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rochford and Mr. Weber all voted aye. The motion carried.

Mr. Casey thanked all for being present. He stated he had spent many hours studying at the Highland Square Branch and thanked Fred Baerkircher for hosting the meeting.

Mr. Casey offered his thanks to Pamela Hickson-Stevenson, stating that it was gratifying that she had been asked to speak to the Ohio Senate Committee on behalf of library funding.

Ms. Scarpitti, Fiscal Officer, presented the Executive Summary and the financial reports for April 2019. She stated that we have received the final distribution of the First Half Real Estate settlement. She also said that we had received an additional $7,000 from the Akron Community Foundation for the Video Digitization Project.

Mr. Rochford moved, seconded by Mr. Weber, to adopt the April 2019 financial report. The roll call vote followed: Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rochford, and Mr. Weber all voted aye. The motion carried.

Ms. Scarpitti presented the donor/gift list. There were $8,091.71 in monetary donations and approximately three pages of material donations. The list also showed acknowledgment of in-kind donations to particular branches or programs.

Ms. Scarpitti then stated that we had received $22,489.29 in interest in the last month; 87% of that going to the General Fund. A CD matured with interest paid totaling $5,145. She is looking for the best reinvestment in a money market. Mr. Casey suggested she try to get 3% on it.

(The financial reports are appended to the minutes.)
Ms. Scarpitti, then requested a budget adjustment to appropriations of $7,000 to allow spending of additional grant monies received in April 2019.

Mr. Rochford moved, seconded by Mr. Weber to allow the adjustment to the budget. Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rochford and Mr. Weber all voted aye. The motion carried.

Ms. Scarpitti then requested an action by the board for disposal of obsolete/surplus equipment. This involved a 200 Chevy Box Truck and a 2001 GMC Utilimaster Box Truck that will be traded in on the purchase of one new vehicle

Mr. Rochford moved, seconded by Mr. Weber to allow the trade-in of the vehicles. Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rochford and Mr. Weber all voted aye. The motion carried.

Ms. Peercy, Human Resources Director, presented the Personnel Report for April 2019. Ms. Peercy stated that there were no changes to the report since it had been issued. She also stated that today was the last day for Ms. Patricia Barzacchini, who is retiring. She has been with the Marketing and Communications division since 1983.

Mr. Casey asked what Patti had done in her position. Ms. Davis explained the multiple types of projects done, one of which was a poster Ms. Hickson-Stevenson had brought to share with the board and also the enterprise calendar. Mr. Casey thanked Ms. Barzacchini for her years of service and wished her good luck in her retirement.

AKRON-SUMMIT COUNTY PUBLIC LIBRARY
Personnel Report – April 2019

RESIGNATIONS:

<table>
<thead>
<tr>
<th>Employee</th>
<th>Classification</th>
<th>Date</th>
<th>Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balis, Hannah</td>
<td>Student Assistant</td>
<td>06.01.19</td>
<td>Nordonia Hills</td>
</tr>
<tr>
<td>Fortney, Travis</td>
<td>Adult Services Librarian</td>
<td>05.16.19</td>
<td>Firestone Park</td>
</tr>
<tr>
<td>Gerrow, Hailey</td>
<td>Student Assistant</td>
<td>04.26.19</td>
<td>Mogadore</td>
</tr>
<tr>
<td>Linder, Carl</td>
<td>Security Officer PT</td>
<td>05.08.19</td>
<td>Security</td>
</tr>
<tr>
<td>Nguyen, Julie</td>
<td>Student Assistant</td>
<td>05.11.19</td>
<td>Children’s Library</td>
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SELECTIONS:

<table>
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<tr>
<th>Employee</th>
<th>Classification</th>
<th>Date</th>
<th>Agency</th>
</tr>
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<tbody>
<tr>
<td>Janisko, Jennifer</td>
<td>Early Childhood/Intermediate Librarian</td>
<td>05.20.19</td>
<td>Children’s Library</td>
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<tr>
<td>McGee, Ryan</td>
<td>APD</td>
<td>04.29.19</td>
<td>Security</td>
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<tr>
<td>McManus, Hannah</td>
<td>Student Assistant</td>
<td>05.13.19</td>
<td>Goodyear</td>
</tr>
<tr>
<td>Slepoy, Jackson</td>
<td>Student Assistant</td>
<td>05.13.19</td>
<td>Mogadore</td>
</tr>
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</table>
Whetstone, Noah  Student Assistant    04.29.19  Mogadore

CHANGE OF STATUS:

Employee  Classification  Date  Agency
Hall, Mason  Security Officer PT  04.22.19  Security
Security Officer FT  04.22.19  same

PROMOTION:

Employee  Classification/Rate of Pay  Date  Agency
Chabola, Clay  Public Service Assistant II  05.13.19  Business and Government
(7/6  $15.00/hr)
Public Service Assistant III  05.13.19  Business and Government
(10/1 $19.61/hr)

TRANSFER:

Employee  Classification  Date  Agency
Magazzeni, Karen  Public Service Assistant II  05.13.19  Mobile Services
Public Service Assistant II  05.13.19  Mobile Services
Street, LaMonica  Public Service Assistant II  05.01.19  Highland Square
Public Service Assistant II  05.01.19  Highland Square

RETIREMENT:  (Comments)
Patricia Barzacchini
02/16/83 -  08/31/83 -  PT Graphic Artist, Community Relations
09/01/83 -  10/24/85 -  FT Graphic Artist, Community Relations
10/25/85 -  01/06/86 -  Medical Leave of Absence
01/07/86 -  03/16/86 -  Graphic Artist, Community Relations
03/17/86 -  03/16/87 -  Child Care Leave of Absence
06/16/89 -  05/31/19 -  Graphic Artist, Marketing & Communications
06/30/19 - Retirement

NUMBER OF STAFF MEMBERS

<table>
<thead>
<tr>
<th></th>
<th>06.16.09</th>
<th>06.09.10</th>
<th>05.17.17</th>
<th>05.17.18</th>
<th>05.15.19</th>
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<tbody>
<tr>
<td>Full-Time Staff:</td>
<td>291</td>
<td>270</td>
<td>260</td>
<td>275</td>
<td>273</td>
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<tr>
<td>Part-time/Job-Share Staff:</td>
<td>68</td>
<td>54</td>
<td>51</td>
<td>46</td>
<td>49</td>
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<tr>
<td>Student Assistants:</td>
<td>86</td>
<td>73</td>
<td>79</td>
<td>77</td>
<td>76</td>
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<tr>
<td>Total number of Staff:</td>
<td>445</td>
<td>397</td>
<td>390</td>
<td>398</td>
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<tr>
<td>Full-Time Equivalents</td>
<td>339</td>
<td>307</td>
<td>298</td>
<td>309</td>
<td>308</td>
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</table>

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, adoption of the April 2019 Personnel Report. The roll call vote followed: Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rochford and Mr. Weber all voted aye. The motion carried.

Ms. Hickson-Stevenson reported that she would be including a quarterly report on the Akron Community Foundation Endowment Fund. As shown in the report, the March ending balance is $344,563.05, with $3,708.21 available to us for grants.

Ms. Hickson-Stevenson also highlighted the recent Summit Poll Results. ASCPL has participated for ten years total and for seven years consecutively since 2013. The results showed favorable opinions of the library. New questions were added to gauge awareness of changes in library system. Numbers were slightly lower than previous, which is normal as we get further away from levy years. The changes were not within the range of statistical significance.

While discussing the Core Values, Ms. Hickson-Stevenson told the board that at the recent Supervisory Group meeting the member all signed one of the new core values signs. It is an important way to communicate to the community that we support these values. The smaller posters will be in each library in public areas while the larger signs will be in workrooms for staff.

Mr. Frola read the minutes from the Personnel Committee meeting in Mr. Rich’s stead.

REPORT OF PERSONNEL COMMITTEE MEETING
MAIN LIBRARY May 15, 2019

On Wednesday, May 15, 2019, the Personnel Committee of the Akron-Summit County Public Library met in the Board Room at Main Library. The meeting was called to order at 4:06 pm by Committee Chair Bill Rich. Also in attendance were Committee members John Frola, Bernie Rochford, and Jim Casey. Library staff members Pam Hickson-Stevenson, Lisa Peercy, Robyn Shondel, and Barb White attended. Also in attendance was insurance broker Karen Nist of AUI (Associated Underwriters Insurance). Mr. Rochford moved to adopt the agenda, Mr. Frola seconded, and all committee members voted aye. The next item on the agenda was the presentation of recommended insurance benefits for 2019/2020 by Ms. Hickson-Stevenson and Ms. Peercy. After discussion of the options presented, Mr. Rochford moved to accept the quote from SummaCare for a rate increase of 1.72% for the Premier Plan and 1.65% for the Select Plan. Mr. Frola seconded the motion, and all members of the committee voted aye. This comes as a recommendation to the Board.

Ms. Nist reported that SummaCare is trending up by about ten percent, which makes our increase minor in comparison. The roll call vote followed. Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rochford and Mr. Weber all voted aye. The recommendation was approved.

Mr. Casey moved to recommend approval of increasing the Flexible Spending Account maximum employee contribution to $2700 as now permitted by
federal law. The motion was seconded by Mr. Rochford. All committee members present voted aye, and this comes as a recommendation to the Board.

The roll call vote followed. Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rochford and Mr. Weber all voted aye. The recommendation was approved.

Ms. Hickson-Stevenson reported that no action was required for approving dental, vision, and life/AD&D rates because the Board of Trustees approved a two-year guaranteed rate in 2018.

Ms. Hickson-Stevenson and Ms. Peercy then reviewed the diversity update that was sent to the committee before the meeting. This included a progress report on the McDowell Librarian Scholarship recipients since May 2018. Committee members also discussed plans for offering the scholarship in 2019, including when to schedule interviews and the number of scholarships that may be awarded. Also included in the diversity update were the Library’s equal employment opportunity statistics. In terms of minority employment, current statistics show the percentage of minority employees in May 2019 for all minorities at 20.4%. Next the committee members reviewed the recommended revision of the Library’s customer service standards. Mr. Rich recommended making a change to the first line under the heading “Discretion” by changing the word “want” to “need.” Mr. Frola moved to recommend approval of the revision with the correction. The motion was seconded by Mr. Rochford. All committee members present voted aye, and this comes as a recommendation to the Board.

The roll call vote followed. Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rochford and Mr. Weber all voted aye. The recommendation was approved.

After the committee members reviewed job titles for library directors of metro libraries in Ohio, Mr. Frola moved to recommend approval of a change to the ASCPL director’s job title from Director to Executive Director. Mr. Rochford seconded the motion. All committee members present voted aye, and this comes as a recommendation to the Board.

The roll call vote followed. Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rochford and Mr. Weber all voted aye. The recommendation was approved.

Committee members then discussed conducting performance evaluations of the director and the fiscal officer. Mr. Rochford stated he would send the most recently used forms to Mr. Rich and Ms. Peercy. Mr. Rich then would begin the process. With no further business, the meeting was adjourned at 4:33 pm.

Pam Hickson-Stevenson, Director

Ms. Davis reported from the administration team that the new ShelfLife came out today and she distributed copies to the board members.
Ms. White stated that Mind, Body & Sole has kicked off again for the summer. The number reaching the 50 days of reading has increased yearly. We have added the bingo component with Summit DD again this year due to its popularity last year.

Ms. Hickson-Stevenson added that we have a new sponsor this year: The Conservancy for CVNP has donated both funds and activities.

There was no public participation.

Mr. Casey then asked if there were any comments for the good of the order.

There being no further business, Mr. Casey requested a motion to enter executive session. Mr. Rochford moved, seconded by Mr. Casey, to enter executive session to consider the purchase of property for public purposes.

The roll call vote followed. Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rochford and Mr. Weber all voted aye. The motion was approved. The board entered Executive Session at 4:33pm. with Ms. Hickson-Stevenson, Ms. White and Mr. Roxbury in attendance.

The board exited executive session at 5:06pm.

The meeting adjourned at 5:07pm.

_______________________________________
President

_______________________________________
Secretary