

AKRON-SUMMIT COUNTY PUBLIC LIBRARY  
 BOARD OF TRUSTEES  
 REGULAR BOARD MEETING  
 FEBRUARY 24, 2022  
 LOLITA K. ADAIR BOARD ROOM, MAIN LIBRARY

Bernie Rochford called the regular meeting of the Board of Trustees of the Akron-Summit County Public Library to order at 4:01 pm in the Lolita K. Adair Board Room of Main Library. The following members of the Board answered the roll call: James Casey, Angela Neeley, William Rich, and Bernie Rochford. Jill Darlington arrived at 4:04 pm. John Frola and Ray Weber were absent. Present from Library staff were Pam Hickson-Stevenson, Michelle Scarpitti, Carrie Burrier, Andrea Cowgar, Carla Davis, Cheryl Engel, Pat Manning, Ryan McCoy, Brett Neff, Heather Otto, Pam Plumley, Bob Scears, Peter Schantz, Val Sherman, and Barb White.

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| <p>Mr. Rich moved, seconded by Mr. Casey, to adopt the February 24, 2022, agenda. The motion was adopted without dissent.</p>  | <p>22-23<br/>AGENDA</p>   |
| <p>Mr. Rich moved, seconded by Mr. Casey, to adopt the minutes of the January 27, 2022, organizational meeting as presented. Ms. Hickson-Stevenson remarked that there was a technical glitch of letters squeezed together in the Nominating Committee report and that she had already corrected it. The motion was adopted without dissent.</p> | <p>22-24<br/>JANUARY<br/>ORGANIZATIONAL<br/>MINUTES</p>             |
| <p>Mr. Rich moved, seconded by Ms. Neeley, to adopt the minutes of the January 27, 2022, regular Board meeting. Mr. Rich reported a needed correction from “discussion” to “discussing” on page 7. The motion was adopted without dissent.</p>   | <p>22-25<br/>JANUARY<br/>REGULAR<br/>MINUTES</p>                    |
| <p>Mr. Rich moved, seconded by Mr. Casey, to approve the minutes of the special meeting on February 12, 2022, as presented. The motion was adopted without dissent.</p>  | <p>22-26<br/>FEBRUARY<br/>SPECIAL<br/>MINUTES</p>                   |
| <p>Mr. Rochford stated that he continues to appreciate the work of the staff. He reported the pandemic numbers in Summit County look good. He hopes everyone carries forward the lessons learned and is even more responsive to Library patrons.</p>   | <p>PRESIDENT’S<br/>REMARKS</p>                                      |
| <p>Michelle Scarpitti, Fiscal Officer, presented an amended financial report for December with a corrected number in the life insurance line item and with more details added to clarify the information highlighted in green.</p>   | <p>22-27<br/>AMENDED<br/>DECEMBER 2021<br/>FINANCIAL<br/>REPORT</p> |
| <p>Mr. Rich moved, seconded by Ms. Neeley, to approve the amended financial report for December. The motion was adopted without dissent.</p>   |   |
| <p>Ms. Scarpitti next presented the executive summary and financial report for January 2022. The primary revenue for the month was from the Public Library Fund. The Library also received a refund of \$10,969 for unemployment payments, which was credited back to the Library’s account.</p>   | <p>22-28<br/>JANUARY 2022<br/>FINANCIAL<br/>REPORT</p>              |
| <p>Mr. Rich moved, seconded by Mr. Casey, to adopt the financial report for January 2022. The motion was adopted without dissent.</p>  |   |

Ms. Scarpitti presented the donor/gift list for January 2022. The Library received \$10,050 in monetary donations and approximately one page of other donations. The \$10,000 donation came from the Beatrice K. McDowell Family Fund at the Akron Community Foundation to help sponsor the Joe Augustine Jazz Concert series at Main Library. DONOR/GIFT LIST

Mr. Rich moved, seconded by Ms. Neeley, acceptance with great appreciation of the donations and gifts. The motion was adopted without dissent. 22-29  
DONATIONS/GIFTS

Ms. Scarpitti asked the Board to approve the renewal of the depository agreements on the list she provided and to add People’s Bank to the list for the period stated. The addition was due to the closing of a bank near the Portage Lakes Branch, which was causing difficulties for the Branch staff in making deposits.

Mr. Rich moved, seconded by Mr. Casey, to approve the renewal of the depository agreements with Fifth Third, JP Morgan Chase, PNC, Huntington National and U.S. Banks and to add People’s Bank as an authorized depository for the period from March 1, 2022 to February 28, 2027. The motion was adopted without dissent. 22-30  
DEPOSITORY  
AGREEMENTS

Ms. Scarpitti stated that the Library earned \$1,429.67 in interest for January 2022, with approximately 78% going to the general fund. INVESTMENT  
REPORT

[The investment reports are appended to the minutes.]

Ms. Otto presented the personnel report for February 2022 and stated there were no changes since the report was issued.

**AKRON-SUMMIT COUNTY PUBLIC LIBRARY**  
**Personnel Report – February 2022**

**RESIGNATIONS:**

<b><u>Employee</u></b>	<b><u>Classification</u></b>	<b><u>Date</u></b>	<b><u>Agency</u></b>
Chabola, Clay	Adult Services Librarian	03/02/2022	BG&S
Collins, Ella	Student Assistant	02/05/2022	Fairlawn-Bath
Myers, Roger	APD – Security	12/31/2017	Security
Wypasek, Timothy	APD – Security	06/30/2016	Security

**SELECTIONS:**

<b><u>Employee</u></b>	<b><u>Classification</u></b>	<b><u>Date</u></b>	<b><u>Agency</u></b>
Cord, Elianna	Student Assistant	02/14/2022	Green
Farley, Melody	Student Assistant	02/28/2022	Ellet
Foster, Emma	Student Assistant	02/14/2022	BG&S
Foster, Henry	Student Assistant	02/14/2022	Culture&AV
Robinson, Samantha	Student Assistant	02/14/2022	Green
Tigner, Khantal MS	Job-Share Public Service Assistant II	02/28/2022	Maple Valley

**PROMOTION:**

<b><u>Employee</u></b>	<b><u>Classification</u></b>	<b><u>Date</u></b>	<b><u>Agency</u></b>
Green, Benjamin	Public Service Assistant II		Odom
	Public Service Assistant III	01/31/2022	Odom

**CHANGE OF CLASSIFICATION (STATUS):**

<b><u>Employee</u></b>	<b><u>Classification</u></b>	<b><u>Date</u></b>	<b><u>Agency</u></b>
Adams, Taylor	Full-Time Public Service Assistant II		Maple Valley
	Job-Share Public Service Assistant II	02/28/2022	Maple Valley

**NUMBER OF STAFF MEMBERS**

	<b><u>06.16.09</u></b>	<b><u>06.09.10</u></b>	<b><u>02.20.19</u></b>	<b><u>02.17.20</u></b>	<b><u>02.16.21</u></b>	<b><u>02.15.22</u></b>
Full-Time Staff:	291	270	272	268	249	254
80 Hrs. Exempt:					44	41
75 Hrs. Non-Exempt:					205	213
Part-time/Job-Share Staff:	68	54	48	44	37	43
Student Assistants:	86	73	75	80	50	43
Total number of Staff:	445	397	395	392	336	340
Full-Time Equivalents:	339	307	306	302	273	280

**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 Ms. Neeley, to adopt the February 22-31  
Personnel Report as received. The motion was adopted without dissent. PERSONNEL  
REPORT

Ms. Hickson-Stevenson asked the Board to adopt a resolution honoring EXECUTIVE  
Fran DeWine, First Lady of Ohio. The resolution recognizes her work on behalf DIRECTOR'S  
of early childhood literacy and her work to establish the Ohio Governor's REPORT  
Imagination Library. The Ohio Library Council plans to honor Mrs. DeWine on  
April 6, 2022, which is Library Legislative Day.

Mr. Rich moved, seconded by Mr. Casey, to adopt the resolution honoring 22-32  
Fran DeWine. The motion was adopted without dissent. RESOLUTION  
HONORING FRAN  
DEWINE

Ms. Hickson-Stevenson reminded the Board that Library Legislative Day LEGISLATIVE  
will be in person. With the exception of the last two years, she and various Board DAY  
members have driven to Columbus to meet with members of Ohio's General  
Assembly in order to advocate for Ohio public libraries and to inform them about  
what the Library is doing. Ms. Hickson-Stevenson will be in contact with Board  
Members to determine all who are able to attend. Meetings will be set up with  
each member of Summit County's delegation to the General Assembly.

Ms. Hickson-Stevenson urged the Board to attend the Joe Augustine Trio  
Concert on March 11. The trio plays music from the Great American Song Book.

Ms. Hickson-Stevenson highlighted the great number of compliments  
about staff that were detailed in her report.

There were no committee reports

COMMITTEE  
REPORTS

Mr. Casey asked about the Akron Community Foundation, and Ms. NEW BUSINESS  
Hickson-Stevenson stated that the total ending balance for the Library's

Endowment Fund with the Akron Community Foundation is \$71,532.91. Upon a request from the Board, she said she would try to get a complete list of donors for the Board. She also commented that she sends thank you notes to the donors.

Mr. Rochford stated there was no public participation at this time.

PUBLIC  
PARTICIPATION

Ms. Hickson-Stevenson introduced Bob Scears, Web Developer, who demonstrated the new public website and answered questions from the Board. He reported that all web presences now are completely branded. He discussed underlying code work that was done to make the site more accessible and customer-centric. It has a cleaner look with new images and fonts and is easier to navigate. Ms. Neeley asked about compliance, and Mr. Scears explained he was referring to Web Compliance Guidelines. He stated the IT staff try to maintain the AAA level, which is the highest. Mr. Scears said he is going to try to keep the website from being as static as in the past. If something doesn't seem to be used in six months, he will make changes.

FOR THE GOOD  
OF THE ORDER  
NEW WEBSITE

There being no further business, Mr. Rochford adjourned the regular meeting at 4:43pm.

ADJOURNMENT

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President

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Secretary