

AKRON-SUMMIT COUNTY PUBLIC LIBRARY
 BOARD OF TRUSTEES
 REGULAR BOARD MEETING
 JULY 28, 2022

Bernie Rochford called the regular meeting of the Board of Trustees of the Akron-Summit County Public Library to order at 4:05 pm in the Community Room of the Norton Branch Library. The following members of the Board answered the roll call: James Casey, Jill Darlington, William Rich, Bernie Rochford, and Ray Weber. Angela Neeley arrived before the Financial Report was given. John Frola was absent. Present from Library staff were Pamela Hickson-Stevenson, Michelle Scarpitti, Tori Berger, Carrie Burrier, Andrea Cowgar, Carla Davis, Michael Derr, Cheryl Engel, Pat Manning, Ryan McCoy, Brett Neff, Heather Otto, Melissa Peeples, Pam Plumley, Peter Schantz, Valerie Sherman, and Barb White.

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| <p>Mr. Rich moved, seconded by Mr. Casey, to adopt the July 28, 2022, agenda. The motion was adopted without dissent.</p> | <p>22-72
AGENDA</p> |
| <p>Mr. Rich moved, seconded by Mr. Weber, to adopt the minutes of the June 30, 2022, regular Board meeting. The motion was adopted without dissent.</p> | <p>22-73
JUNE BOARD
MINUTES</p> |
| <p>Mr. Rochford thanked Norton Branch Manager Tori Berger for hosting. He stated he had arrived a few minutes early and saw that the branch garden was very nice.</p> | <p>PRESIDENT’S
REMARKS</p> |
| <p>Michelle Scarpitti, Fiscal Officer, presented the executive summary and financial report for June 2022. The Public Library Fund distribution was approximately 10.4% higher than this time last year. She also stated that there was a mistype in the equipment – computer systems line item. It stated 80 computers but it should have stated 80 monitors.</p> | <p>JUNE 2022
FINANCIAL
REPORT</p> |
| <p>Mr. Rich moved, seconded by Mr. Weber, to adopt the financial report for June 2022. The motion was adopted without dissent.</p> | <p>22-74
ADOPTION OF
FINANCIAL
REPORT</p> |
| <p>Ms. Scarpitti presented the donor/gift list for June/July 2022. The Library received \$240.42 in monetary donations and approximately one and a half pages of other donations.</p> | <p>DONOR/GIFT LIST</p> |
| <p>Mr. Rich moved, seconded by Mr. Casey, acceptance of the donations and gifts with great appreciation. The motion was adopted without dissent.</p> | <p>22-75
DONATIONS &
GIFTS</p> |
| <p>Ms. Scarpitti presented the investment report for June 2022. The interest earned totaled \$15,315.48, with approximately 77% of it credited to the General Fund. She also reported that she transferred \$4,000,000 from Huntington Bank to STAR Ohio.</p> | <p>INVESTMENT
REPORT</p> |
| <p>[The investment reports are appended to the minutes.]</p> | |
| <p>Ms. Scarpitti then requested the Board’s approval to dispose of surplus property. The surplus property consisted of four vehicles and a chair. Facilities staff likely will sell the vehicles on the govdeals.com website.</p> | <p>DISPOSAL OF
SURPLUS
PROPERTY</p> |
| <p>Mr. Rich moved, seconded by Ms. Neeley, to declare the five items listed as surplus and to authorize staff to dispose of them. The motion was adopted without dissent.</p> | <p>22-76
APPROVAL OF
SURPLUS
PROPERTY
DISPOSAL</p> |

Heather Otto, Human Resources Director, presented the personnel report for PERSONNEL July 2022 and stated there were no changes since the report was submitted. She REPORT reported there was one retiree this month, Karen Magazzeni.

AKRON-SUMMIT COUNTY PUBLIC LIBRARY
Personnel Report – July 2022

RESIGNATIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Collins, Emma	Student Assistant	08/06/2022	Norton
Johnson, Rachel	Public Service Assistant II	07/08/2022	Mobile Services
Radak, Michael	APD/Security	07/07/2022	Security
Senior, Philip	APD/Security	07/07/2022	Security
Wells, Caitlin	TechZone Assistant	07/22/2022	Elec. Services

SELECTIONS:

Dugan, Hannah	Student Assistant	08/01/2022	Tallmadge
Freund, Keith	Librarian (Adult Services)	08/01/2022	Culture & AV
Richardson, Daimon	Security Officer	07/11/2022	Security
Schall, Emily	Librarian (Adult Services)	08/01/2022	Culture & AV
Schimmoeller, Katherine	Student Assistant	07/05/2022	Nordonia Hills
Sekerak, John	Student Assistant	07/18/2022	BG&S
Slaughter, Emmaleigh	Student Assistant	07/05/2022	Green
White, Mikayla	Public Service Assistant II	07/18/2022	Fairlawn/Bath

CHANGE OF CLASSIFICATION (STATUS)/TRANSFER:

Buzek, Madison	Public Service Assistant II (PT)	07/18/2022	Kenmore
	Public Service Assistant II (FT)		Odom
Leas, Sherilyn	Public Service Assistant II	08/01/2022	Maple Valley
	Human Resources Assistant		Human Res.

RETIREMENTS:

Magazzeni, Karen	Public Service Assistant II	07/29/2022	Mobile Services
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Karen Magazzeni

03/20/1972 – 02/22/1974 – Page, Kenmore
 10/05/1992 – 09/19/1993 – Librarian Assistant I, North
 09/20/1993 – 12/20/1997 – Librarian Assistant I, Tallmadge
 12/21/1997 – 02/01/1998 – Public Service Assistant, Tallmadge
 02/02/1998 – 11/04/2001 – Public Service Assistant, Richfield
 11/05/2001 – 05/12/2019 – Public Service Assistant II, Green
 05/13/2019 – 07/29/2022 – Public Service Assistant II, Mobile Services

NUMBER OF STAFF MEMBERS

	<u>07.16.09</u>	<u>07.09.10</u>	<u>07.15.19</u>	<u>07.22.20</u>	<u>07.15.21</u>	<u>07.20.22</u>
Full-Time Staff:	291	270	274	238	249	254
80 Hrs. Exempt:	–	–	–	–	43	43
75 Hrs. Non-Exempt:	–	–	–	–	206	211
Part-time/Job-Share Staff:	68	54	46	38	39	44
Student Assistants:	86	73	78	66	48	55
Total number of Staff:	445	397	398	342	336	353
Full-Time Equivalents	339	307	308	*NOTE: All other staff furloughed	274	283

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. Darlington, to adopt the July personnel report as received. The motion was adopted without dissent.

22-77
PERSONNEL
REPORT

Pam Hickson-Stevenson, Executive Director, reviewed changes to the layout of Main Library. She highlighted the location of a welcome desk, staffed by employees from the Business, Government & Science Division, at the High Street Security desk. The Security desk was relocated across the corridor.

EXECUTIVE
DIRECTOR’S
REPORT

She next presented a short video that aired on a recent episode of CBS News Sunday Morning titled “Beyond Books: The 21st Century Public Library.” The video showed what some public libraries are adding to their locations, both in terms of new services and renovated buildings. She noted that the Akron-Summit County Library has been offering most of the featured services for a number of years.

21ST CENTURY
PUBLIC LIBRARIES

She reviewed what the staff hopes to achieve in the next few years and the fact that Main Library is in critical need of attention. The library director at the time the current building opened in 2004 stated that it was already out of date. The size of Main Library is wonderful, but monolithic service desks, tall and long ranges of shelving, and a fragmented nonfiction collection make the spaces inflexible or difficult to navigate. Main Library has been an anchor for downtown Akron since the Carnegie Building opened. She stated that the time has come for a professional evaluation and design plan. She also stated that Northeast Ohio has many architects with public library experience.

MAIN LIBRARY
DESIGN NEEDS

Ms. Hickson-Stevenson expressed her gratitude to Michelle Scarpitti, Andrea Cowgar, Amanda Kowalsky, and Heather Otto for all of the time and effort they put into getting the ADP payroll system operational for the Library’s needs.

ADP PAYROLL
IMPLEMENTATION

There was no new business.

NEW BUSINESS

Ms. Hickson-Stevenson introduced Ms. Victoria (Tori) Berger, the Norton Branch Library Manager. Ms. Berger said that she has worked for the Library for more than twenty years and at four locations. She also has served on the Norton

REPORT FROM
ADMINISTRATIVE
STAFF

Cider Festival Committee for several years and invited all to attend the event this fall. She also spoke of the dedication and hard work of Lori Dragovich, who has been in charge of the branch's services for teens for 17 years. She reported that Mary Bird has handled the Literacy on the Lawn program, Pre-K events, Story walks, and meet the teachers events. The PSAs at Norton have a combined total of 70 years of experience.

Mr. Rochford stated there were no requests for public participation.

PUBLIC
PARTICIPATION

There were no comments for the good of the order.

FOR THE GOOD OF
THE ORDER

With no further business and no objections, Mr. Rochford adjourned the meeting at 5:10 pm.

ADJOURNMENT

President

Secretary