

AKRON-SUMMIT COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR BOARD MEETING
FEBRUARY 27, 2025

President John Frola called the regular meeting of the Board of Trustees of the Akron-Summit County Public Library to order at 4:30 p.m. in the Lolita K. Adair Board Room of Main Library. The following members of the Board answered the roll call: Joseph Ferrise, John Frola, Angela Neeley, William Rich, and Ray Weber. James Casey and Bernie Rochford were absent. Present from Library staff were Pamela Hickson-Stevenson, Michelle Scarpitti, Michelle Alleman, Kaitlin Booth, Mike Derr, Pat Manning, KT Mockensturm, Heather Otto, Peter Schantz, Sara Schwendeman, Dana Setting, and Melissa Walker.

Mr. Rich moved, seconded by Mr. Ferrise, to adopt the agenda as distributed. The motion was adopted without dissent. 25-16
AGENDA

Mr. Rich moved, seconded by Ms. Neeley, to adopt the minutes of the organizational meeting on January 30, 2025. The motion was adopted without dissent. 25-17
JANUARY ORGANIZATIONAL MINUTES

Mr. Rich moved, seconded by Mr. Weber, to adopt the minutes of the regular meeting on January 30, 2025. The motion was adopted without dissent. 25-18
JANUARY REGULAR MINUTES

Mr. Frola thanked the Board members for having confidence in him to be the President this year. PRESIDENT'S REMARKS

Michelle Scarpitti, Fiscal Officer, presented the executive summary and financial report for January 2025. The Library did not receive any Real Estate tax monies in January; however, \$66,180 were received from the State 2024 Sales Tax Holiday, which was credited to the intergovernmental line item. JANUARY 2025 FINANCIAL REPORT

Mr. Rich moved, seconded by Ms. Neeley, to adopt the financial report for January 2025. The motion was adopted without dissent. 25-19
ADOPTION OF JANUARY FINANCIAL REPORT

Ms. Scarpitti presented the donor gift list. The Library received \$1,000 in monetary donations since the last meeting and approximately two-thirds of a page of other donations. DONOR GIFT LIST

Mr. Weber moved, seconded by Mr. Rich, the acceptance of the donations and gifts with great appreciation. The motion was adopted without dissent. 25-20
ACCEPTANCE OF DONATIONS & GIFTS

Book donations may be made at any of the Library locations. It is advised to call ahead before donating so the location can ensure it has enough storage to take the donation. BOOK DONATIONS

Ms. Scarpitti presented the investment report for January 2025. The Library received \$57,155.04 of interest with approximately 58% credited to the general fund. There were no changes to the January investments.

JANUARY 2025
INVESTMENT REPORT

[The investment reports are appended to the minutes.]

Ms. Scarpitti requested the Board declare a list of broken chairs, lot of cubicle partitions and pieces, and lot of shelving parts and pieces as surplus. Ms. Scarpitti distributed the list of items before the meeting.

DISPOSAL OF
SURPLUS PROPERTY

25-21

Mr. Rich moved, seconded by Ms. Neeley, that the listed items of property be declared as surplus and disposed of accordingly. The motion was adopted without dissent.

DISPOSAL OF
SURPLUS PROPERTY

Ms. Otto presented the Personnel Report and stated there were no changes to the report since distribution.

PERSONNEL REPORT

Mr. Rich moved, seconded by Mr. Ferrise, to adopt the personnel report. The motion was adopted without dissent. The Board commended Ms. Otto on consistently presenting a personnel report with no changes.

25-22
PERSONNEL REPORT

AKRON-SUMMIT COUNTY PUBLIC LIBRARY **Personnel Report – February 2025**

RESIGNATIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Bennett, Michael	Security Officer	01/17/2025	Security
Brown, Ebony	Shelver (Casual)	02/08/2025	Firestone Park
Guarino, Thomas	Public Service Assistant II	02/05/2025	Fairlawn-Bath
Stephens, Leonard	Akron Police Officer	01/27/2024	Akron Police Dept.
Tomic, Brett	Shelver (Casual)	02/26/2025	Norton

SELECTIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Boyce, Callie	TechZone Assistant	02/24/2025	Electronic Services
Landrum, Joseph	TechZone Assistant	02/24/2025	Electronic Services
Lyons, Sierra	Public Service Assistant II	01/27/2025	Maple Valley
McMullen, Amanda	Shelver (Casual)	02/10/2025	Children's & Teen

Spicer, Elli	Shelver (Casual)	02/10/2025	Children's & Teen
Williams, Billie	Shelver (Casual)	02/10/2025	Nordonia Hills

CHANGE OF CLASSIFICATION (STATUS)/TRANSFER:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Dingle Jr., Mark	Public Service Assistant II (PT)	05/19/2025	BG&S
	Public Service Assistant II (FT)	05/19/2025	BG&S

PROMOTION:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Metz, Faith	Public Service Assistant II		BG&S
	Marketing Assistant	02/10/2025	Marketing

NUMBER OF EMPLOYEES

	<u>06.16.09</u>	<u>02.20.19</u>	<u>02.17.20</u>	<u>02.16.21</u>	<u>02.15.22</u>	<u>02.05.23</u>	<u>02.21.24</u>	<u>02.18.25</u>
Full-Time Staff:	291	272	268	249	254	251	256	254
80 Hrs. Exempt:	--	--	--	44	41	43	43	44
75 Hrs. Non-Exempt:	--	--	--	205	213	208	213	210
Part-time/Job-Share Staff:	68	48	44	37	43	40	42	37
Shelvers (Casual):	86	75	80	50	43	52	58	57
Total number of Staff:	445	395	392	336	340	343	356	348
Full-Time Equivalents:	339	306	302	273	280	277	284	279

NOTES:

- These numbers cannot be compared from month to month since the numbers may not reflect additions and deletions to the payroll system as the changes are made immediately before or after the date the personnel action is effective.
- Previously, the Library employed Student Assistant who had to be full- or part-time students and who worked between 8 to 20 hours per week performing shelving duties and other limited tasks. "Shelvers (Casual)" is a designation approved at the August 2023 Board of Trustees meeting. This role performs the same duties and works the same hours as Student Assistants, but it eliminates the requirement that the person be a student. Counts from before the September 2023 Personnel Report reflect those in the Student Assistant position and counts from September 2023 and thereafter reflect those in the Shelver (Casual) position.

Ms. Hickson-Stevenson reported the United Way of Summit & Medina (UWSM) approached the Library to take on the responsibility for Summit County's share of the Ohio Imagination Library. The Imagination Library offers one free book per month for children in the program from infancy to age 5. Both Governor and Mrs. DeWine are champions of early childhood literacy and children having access to books and brought Dolly Parton's Imagination Library to Ohio. UWSM became the local program partner with responsibility to fund and manage the Ohio Imagination Library program for both Summit and Medina counties; however, they are now seeking to transfer the program's distribution to another entity, as it only tangentially relates to their bold goals. While the Imagination Library is a wonderful program, it is expensive to run. The current cost is roughly \$20,000 each month for the Summit County portion. If the Ohio General Assembly decided to no longer provide a 50% match, the cost of the program would then be \$40,000 each month.

EXECUTIVE
DIRECTOR'S
REPORT –
IMAGINATION
LIBRARY

If the Library agrees, it could become the local program partner effective April 1. The operations of the program would primarily be data entry into the Imagination Library's database but would also require time from the Development Director to fundraise so as to offset the cost. The Board asked if other local organizations would contribute to the program, such as the other Summit County libraries, school districts, and Akron Children's Hospital. The Board was concerned about the April timeframe and asked if the April 1 date might be negotiated with UWSM.

Ms. Hickson-Stevenson announced the Northeast Ohio Library Trustees' Dinner will take place May 8. Ms. Hickson-Stevenson will send information to any Trustee interested in attending.

OLC LIBRARY
TRUSTEES DINNER

Regarding State of Ohio funding, House Bill 137 was introduced. It would eliminate the word "shall" from the Ohio Revised Code for taxing authorities to place an issue on the ballot for public libraries. The Ohio Library Council is opposed to the bill believing it places an unnecessary intermediary between public libraries and voters. Ms. Hickson-Stevenson has emailed local Representatives about this bill.

STATE FUNDING

The Ohio Library Council is still working hard to ensure the Public Library Fund is not decreased or eliminated. Given that the Public Library Fund is virtually 50% of the Library's budget, any decrease or elimination would cause harm to the Library. Ms. Hickson-Stevenson expressed gratitude to Mr. Frola and Mr. Weber for joining Library staff on Library Legislative Day to meet with Representatives.

There was no new business.

NEW BUSINESS

Michael Derr, Development Director, presented highlights from 2024, including grants received and pending, relations with funders and donors, meetings with the Friends of the Library groups, and the Library's 150th anniversary. Total 2024 giving was \$215,720, double from the year prior. The majority of that came from events such as the Sesquicentennial Gala. The number of new donors to the Endowment Fund is increasing. Total donations since the Endowment Fund was established are \$122,949 from 438 gifts, and 43% of the 2024 donations were first-time donors. Mr. Derr is planning a campaign to raise money for the endowment on April 1, Library Giving Day. Related to Summer Reading program, normally the Library raises \$4,000-5,000. This year, the Library has received \$31,500 in pledges. Acme Fresh Market and Ohio 529 College Advantage are both presenting sponsors. Mr. Derr announced upcoming events. An Endowment Fund Disbursement Policy will be presented to the Board upon its completion.

ADMINISTRATIVE
TEAM REPORT –
DEVELOPMENT
DIRECTOR

There was no public participation.

PUBLIC
PARTICIPATION

There was nothing for the good of the order.

FOR THE GOOD OF
THE ORDER

At 5:34 p.m., Mr. Rich moved, seconded by Mr. Ferrise, that the Board of Trustees go into Executive Session to consider the purchase of property. Mr. Frola asked for a roll call vote, resulting in a unanimous decision as follows: Mr. Ferrise – Yes; Mr. Frola – Yes; Ms. Neeley – Yes; Mr. Rich – Yes; Mr. Weber – Yes.

25-23
EXECUTIVE
SESSION

With no further business, Mr. Frola adjourned the meeting at 5:52 p.m. ADJOURNMENT

President

Secretary