

AKRON-SUMMIT COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR BOARD MEETING
APRIL 24, 2025

President John Frola called the regular meeting of the Board of Trustees of the Akron-Summit County Public Library to order at 4:35 p.m. in the Community Room of the Springfield-Lakemore Branch Library. The following members of the Board answered the roll call: James Casey, John Frola, Angela Neeley, William Rich, Bernie Rochford, and Ray Weber. Joseph Ferrise was absent. Present from Library staff were Pamela Hickson-Stevenson, Michelle Scarpitti, Mike Bianchi, Andrea Cowgar, Mike Derr, Tonya Gardella, Jackie Goddard, Pat Manning, Ryan McCoy, KT Mockensturm, Heather Otto, Peter Schantz, Sara Schwendeman, Dana Setting, and Melissa Walker. Gerri Bowen, Shannon Gramse, Diana Marthey, and representatives from SEIU were also in attendance.

Mr. Rich moved, seconded by Mr. Weber, to adopt the agenda as distributed. 25-34
A roll call vote was initiated, which resulted in a unanimous decision as follows: AGENDA
Mr. Casey – Yes; Mr. Frola – Yes; Ms. Neeley – Yes; Mr. Rich – Yes; Mr. Rochford – Yes; Mr. Weber – Yes.

Mr. Rochford moved, seconded by Mr. Weber, to adopt the minutes of the 25-35
regular meeting on March 27, 2025. A roll call vote was initiated, which resulted in MARCH REGULAR
a unanimous decision as follows: Mr. Casey – Yes; Mr. Frola – Yes; Ms. Neeley – MINUTES
Yes; Mr. Rich – Yes; Mr. Rochford – Yes; Mr. Weber – Yes.

Mr. Frola thanked everyone for attending the meeting at Springfield-Lakemore Branch, the newest location in the Library's system. Mr. Frola thanked Ms. Goddard, Branch Manager, for running a wonderful branch. PRESIDENT'S
REMARKS

Michelle Scarpitti, Fiscal Officer, presented the executive summary and financial report for March 2025. The Library received an E-rate reimbursement of \$142,925 in March. Expenditures included various repairs and licensing fees. Ms. Scarpitti explained the E-rate reimbursement is from a federal program primarily for school districts and libraries. MARCH 2025
FINANCIAL REPORT

Mr. Rich moved, seconded by Ms. Neeley, to adopt the financial report for March 2025. The motion was adopted without dissent. 25-36
ADOPTION OF MARCH
FINANCIAL REPORT

Mr. Frola requested a motion to accept the donations and gifts. DONOR GIFT LIST

Mr. Rich moved, seconded by Ms. Neeley, the acceptance of the donations and gifts with great appreciation. The motion was adopted without dissent. 25-37
ACCEPTANCE OF
DONATIONS & GIFTS

Ms. Scarpitti presented the investment report for March 2025. The Library received \$56,624.27 of interest with approximately 60% credited to the general fund. There were no changes to the March investments. MARCH 2025
INVESTMENT REPORT

[The investment report is appended to the minutes.]

Heather Otto, HR Director, presented the Personnel Report and stated there were no changes to the report since distribution. Ms. Otto highlighted the PERSONNEL REPORT

retirement of Cheryl Luck, Branch Manager of the Portage Lakes Branch Library. Ms. Luck has been with the Library for over 30 years.

Mr. Rich moved, seconded by Mr. Weber, to adopt the personnel report. The motion was adopted without dissent.

25-38
PERSONNEL REPORT

AKRON-SUMMIT COUNTY PUBLIC LIBRARY
Personnel Report – April 2025

RESIGNATIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Aaron, Alasia	Public Service Assistant II	04/04/2025	BG&S
Bal, Neema	Public Service Assistant II	03/22/2025	North Hill
DiMascio, Lidia	Shelver (Casual)	05/28/2025	Green
Eblen, Emily	Shelver (Casual)	04/25/2025	Norton
Franklin, Raheem	Security Officer	03/28/2025	Security
Grigsby, Keegan	Shelver (Casual)	04/22/2025	Kenmore
Mainville-Davis, Joan	Materials Processor	04/16/2025	Technical Services
Mesecar, Tim	Public Service Assistant II (Sub)	04/05/2025	Public Services
Nussen, Dawn	Shelver (Casual)	04/19/2025	Green
Sir Louis, Jamison	Shelver (Casual)	05/20/2025	Norton

SELECTIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Betz, Riley	Shelver (Casual)	03/24/2025	Ellet
Dandridge, Valerie	Public Service Assistant II	03/24/2025	Fairlawn-Bath
DeGeorge, Delaney	Librarian (Intermediate/Teen)	05/05/2025	Odom
Dzurisin, Elizabeth	Akron Police Officer	04/10/2025	Security
Evans, Holly	Public Service Assistant II	03/24/2025	Fairlawn-Bath
Farley, Isabella	Shelver (Casual)	04/21/2025	Tallmadge
Franklin, Raheem	Security Officer	03/24/2025	Security
Shoates, Kyra	Shelver (Casual)	04/07/2025	Firestone Park
Turley, Breanna	Public Service Assistant II	04/07/2025	BG&S
VanNess, MacKenzie	Shelver (Casual)	03/24/2025	Firestone Park

CHANGE OF CLASSIFICATION (STATUS)/TRANSFER:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Ridgeway, Ava	Shelver (Casual)		Culture & AV
	Shelver (Full-Time)	04/21/2025	Culture & AV

PROMOTION:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Fox, Jillian	Shelver (Casual)		Mogadore
	Public Service Assistant II	04/07/2025	Mogadore

RETIREMENT:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Luck, Cheryl	Branch Manager	06/06/2025	Portage Lakes

Cheryl Luck Employment History:

- Student Assistant – Green Branch (08/17/1987 – 01/31/1989)
- Library Assistant I – Green Branch (02/01/1989 – 05/30/1993)
- Library Assistant II – Chamberlain Branch (05/31/1993 – 04/27/1997)
- Librarian II – Philosophy, Religion & Education (04/28/1997 – 06/06/1999)
- Librarian – Science & Technology (06/07/1999 – 07/01/2012)
- Branch Manager – Portage Lakes Branch (07/02/2012 – 06/06/2025)

NUMBER OF EMPLOYEES

	<u>06.16.09</u>	<u>06.09.10</u>	<u>04.18.19</u>	<u>04.20.20</u>	<u>04.15.21</u>	<u>04.15.22</u>	<u>04.18.23</u>	<u>04.15.24</u>	<u>04.21.25</u>
Full-Time Staff:	291	270	277	148	252	253	256	257	257
80 Hrs. Exempt					44	42	48	42	43
75 Hrs. Non-Exempt					208	211	208	215	214
Part-time/Job-Share:	68	54	46	0	37	49	43	43	38
Shelvers (Casual):	86	73	78	0	50	50	57	56	55
Total number of Staff:	445	397	401	148	339	352	356	356	350
Full-Time Equivalents:	339	307	302	148	276	284	286	286	283

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.

Pam Hickson-Stevenson, Executive Director, announced the first quarter update to the 2025 Work Plan was distributed in the Board packet. There has been some great progress in the 2025 tasks.

EXECUTIVE
DIRECTOR’S
REPORT – Q1 DATA
FOR 2025 WORK
PLAN

Ms. Hickson-Stevenson provided an update related to the Public Library Fund (PLF). The Ohio House of Representatives approved an amended House Bill 96, which is the State budget. The PLF percentage of the State budget was not increased, and the House voted to place public library funding in the budget as a line item flat amount. The formula to distribute funding to Ohio's 88 counties would remain the same. It is not yet known what the members of the Ohio Senate will do. Every legislator that Library Administration visited on Library Legislative Day received a large stack of letters and children's drawings from Library patrons in support of libraries. She reported the budget bill also includes language reducing Board Trustee terms from seven to four years.	STATE FUNDING UPDATE
The Imagination Library received an increase in the amended House budget but not as much of an increase as Gov. DeWine proposed. Ms. Hickson-Stevenson has had conversations with the regional representative of the Ohio Imagination Library regarding the possibility of ASCPL sponsoring the program in Summit County. Ohio Imagination Library is pursuing philanthropic support in Summit County to see if funds would be available to support the program. Ms. Hickson-Stevenson said that the outcome of PLF funding will be the deciding factor in whether the Library can sustain taking on the program.	IMAGINATION LIBRARY
Ms. Neeley congratulated Ms. Hickson-Stevenson on being awarded the Metamorphosis Award for Transformational Leadership from the Akron Zoo during their 2025 Community Awards program.	AKRON ZOO AWARD
Mr. Frola announced he also attended Library Legislative Day and remarked how proud he was of Library Administration that day. The Library has ardent supporters in Ms. Hickson-Stevenson, Development Director Michael Derr, and Deputy Director Michelle Alleman.	2025 LIBRARY LEGISLATIVE DAY
Ms. Hickson-Stevenson read a report of the Building & Grounds Committee meeting on behalf of Mr. Weber.	REPORT OF THE BUILDINGS & GROUNDS COMMITTEE
<i>On Thursday, April 24, 2025, the Buildings & Grounds Committee of the Akron-Summit County Public Library met at the Springfield-Lakemore Branch Library. Committee Chair Ray Weber called the meeting to order at 4:09 p.m. In attendance were Buildings & Grounds Committee members Jim Casey, John Frola, and Bernie Rochford. Library staff members Pam Hickson-Stevenson, Peter Schantz, and Michelle Scarpitti also attended.</i>	
<i>Mr. Rochford moved, seconded by Mr. Weber, to adopt the agenda as distributed. The motion was adopted without dissent.</i>	
<i>Peter Schantz, Facilities Director, presented information regarding the HVAC replacement projects for the Green, North Hill, Richfield, and Tallmadge branches. Components of those systems are failing. The opinion of probable cost for the individual projects ranged between \$160,000 and \$715,000 each, with an opinion of total probable cost of \$1.5 million. Mr. Schantz stated the 2025 capital expenditures plan includes these projects. He also stated that the projects will not be bid until after the results of the election on May 6 are known. If Issue 18 does</i>	

not pass, it may be necessary to postpone these HVAC projects in order to bid the Ellet roof project.

Mr. Casey arrived at 4:14 pm. Mr. Rochford brought Mr. Casey up to speed on the proposal.

Mr. Rochford moved, seconded by Mr. Weber, to recommend to the Board approval of soliciting bids for HVAC replacement projects at Green, North Hill, Richfield, and Tallmadge branches. The motion passed without dissent, and this now comes as a recommendation to the Board.

A roll call vote was initiated, which resulted in a unanimous decision as follows: Mr. Casey – Yes; Mr. Frola – Yes; Ms. Neeley – Yes; Mr. Rich – Yes; Mr. Rochford – Yes; Mr. Weber – Yes. The motion to approve soliciting bids for HVAC replacement projects at Green, North Hill, Richfield, and Tallmadge branches was adopted without dissent.

25-39
APPROVAL OF
SOLICITATING
BIDS FOR HVAC
REPLACEMENT
PROJECT

Ms. Hickson-Stevenson presented information about the Springfield-Lakemore Branch Library lease and the Library's desire to have a way to exit the lease agreement. The landlord's representative rejected the request to include a 180-day notification period. Mr. Frola recommended that the Executive Director work with a real estate professional to negotiate on the Library's behalf for a shorter lease term with multiple extensions. Ms. Scarpitti explained the landlord has been waiving charges for holdover rent. It is uncertain whether that will continue. The committee members indicated agreement with Mr. Frola's recommendation.

Having reached the end of the agenda, Mr. Weber adjourned the meeting at 4:25 pm.

Pam Hickson-Stevenson, Executive Director

Next, Ms. Hickson-Stevenson announced a link to the final report of the Space Usage Feasibility Study had been provided to the Board Trustees.

NEW BUSINESS –
SPACE USAGE
FEASIBILITY
STUDY FINAL
REPORT

Mr. Rich moved, seconded by Ms. Neeley, to accept the final report of the Space Usage Feasibility Study. The motion was adopted without dissent.

25-40
ACCEPTANCE OF
THE FINAL REPORT
OF FEASIBILITY
STUDY

Jackie Goddard, Branch Manager of the Springfield-Lakemore Branch Library, thanked the Board Trustees for scheduling their meeting at the branch. Ms. Goddard expressed gratitude for the Library's 150th Anniversary Passport Program and stated branch employees saw new visitors from throughout Summit County who may have driven past the plaza without knowing the branch was there. It gave the branch staff opportunities to give tours and talk about the branch. Ms. Goddard

ADMINISTRATIVE
TEAM REPORT

shared her experience from being on the team that started the branch back in 2018. She believes the small size of the location also contributes to its uniqueness. The unofficial motto of the branch is “small but mighty” as the branch offers the full service of the Library from the small space of the branch.

Samara Knight, Executive Vice President of SEIU, addressed the Board of Trustees. SEIU is holding a lobby day on April 30, 2025, at the State House related to the cuts in library funding. Ms. Knight announced SEIU looks forward to the vote regarding unionization of eligible Library employees.

PUBLIC
PARTICIPATION –
SAMARA KNIGHT,
SEIU

Mr. Rochford announced he has attended three meetings since his election to the board of the Ohio Library Council (OLC). Mr. Rochford expressed that OLC are staunch advocates regarding all the issues libraries are facing and that OLC members hold both the Library and Ms. Hickson-Stevenson in great esteem. Mr. Rochford encouraged the Board Trustees to attend the May 8 OLC dinner.

FOR THE GOOD OF
THE ORDER – OHIO
LIBRARY COUNCIL

Ms. Hickson-Stevenson announced today’s meeting is Mr. Casey’s final meeting as a Library Board Trustee. She invited those in attendance to enjoy a piece of cake provided in honor of Mr. Casey’s time with the Board.

JIM CASEY FINAL
BOARD MEETING

With no further business, Mr. Frola adjourned the meeting at 4:59 p.m.

ADJOURNMENT

President

Secretary