

AKRON-SUMMIT COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR BOARD MEETING
AUGUST 28, 2025

President John Frola called the regular meeting of the Board of Trustees of the Akron-Summit County Public Library to order at 4:33 p.m. in the Community Room of the Richfield Branch Library. The following members of the Board answered the roll call: John Frola, T.K. Griffith, Angela Neeley, William Rich, and Ray Weber. Bernie Rochford and Joseph Ferrise were absent. Present from Library staff were Pamela Hickson-Stevenson, Michelle Scarpitti, Michelle Alleman, Mike Bianchi, Kaitlin Booth, Brian Burch, Andrea Cowgar, Mike Derr, Tonya Gardella, Pat Manning, Ryan McCoy, KT Mockensturm, Heather Otto, Peter Schantz, Sara Schwendeman, Dana Setting, and Melissa Walker. Six guests were also in attendance.

Mr. Rich moved, seconded by Mr. Weber, to adopt the agenda as distributed. 25-80
The motion was adopted without dissent. AGENDA

Mr. Rich moved, seconded by Mr. Griffith, to adopt the minutes of the 25-81
regular meeting on July 31, 2025. The motion was adopted without dissent. JULY REGULAR
MINUTES

Mr. Frola thanked the Richfield Branch for hosting the meeting in its
beautiful setting. Mr. Frola expressed excitement for the upcoming capital
improvements and thanked the Library staff for its preparations for that work. PRESIDENT'S
REMARKS

Michelle Scarpitti, Fiscal Officer, noted sending a revised edition of the
financial report prior to the meeting and presented the executive summary and
financial report for July 2025. The Library received the second half real estate
settlement advances. As previously approved by the Board Trustees, monies were
moved from the General Fund to the new bond fund. Expenditures included various
repairs. JULY 2025
FINANCIAL REPORT

Mr. Rich moved, seconded by Ms. Neeley, to adopt the financial report for 25-82
July 2025. The motion was adopted without dissent. ADOPTION OF JULY
FINANCIAL REPORT

Ms. Scarpitti reported the Library received \$5,030 in monetary donations
and approximately one page of other donations. 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. 25-83
ACCEPTANCE OF
DONATIONS & GIFTS

Ms. Scarpitti presented the investment report for July 2025. The Library
received \$52,047.01 of interest with approximately 69% credited to the general
fund. There were no changes to the investments in July with the exception of a
money transfer from the Star Ohio account to the main checking account. JULY 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
retirement of Francie Labriola, a Library employee since 1988 who started the
Library's Staff Association. PERSONNEL REPORT

Mr. Rich moved, seconded by Mr. Griffith, to adopt the personnel report. 25-84
The motion was adopted without dissent. PERSONNEL REPORT

AKRON-SUMMIT COUNTY PUBLIC LIBRARY
Personnel Report – August 2025

RESIGNATIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Baley, Jon	Public Service Assistant II	07/28/2025	Odom
Soto Cannata, Gabriella	Shelver (Casual)	09/06/2025	Fairlawn-Bath
Dalton-Evans, Airin	Public Service Assistant II	07/30/2025	Maple Valley
Farley, Isabella	Shelver (Casual)	07/26/2025	Tallmadge
Kohut, Tobias	Shelver (Casual)	07/29/2025	Odom
Leas, Sherilyn	Human Resources Assistant	08/08/2025	Human Resources
Rana, Asiyah	Shelver (Casual)	08/08/2025	Northwest Akron
Rowland, Morgan	Shelver (Casual)	08/18/2025	Northwest Akron
Sobieraj, Josie	Shelver (Casual)	08/15/2025	Richfield
Sorrent, Madeline	Public Service Assistant II	08/10/2025	Kenmore
Tobias, Rachel	Librarian (Intermediate/Teen)	08/29/2025	Northwest Akron
Wood, Elissa	Shelver (Casual)	08/09/2025	Green

SELECTIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Bowman, Marguerite	Shelver (Casual)	08/11/2025	Odom
Kohut, Tobias	Shelver (Casual)	07/28/2025	Odom
Robb, Sarah	TechZone Assistant	09/08/2025	Electronic Services
Vanyo, Darren	TechZone Assistant	08/25/2025	Electronic Services

CHANGE OF CLASSIFICATION (STATUS)/TRANSFER:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Elliott, Ruby (Simi)	Public Service Assistant II	08/25/2025	Firestone Park
	Public Service Assistant II		Goodyear
Grmek, Maggie	Public Service Assistant II (Floater)	08/23/2025	PSO
	Substitute Public Service Assistant II		PSO
Valverde-Romero, Naidi	Public Service Assistant II (FT)	09/08/2025	Firestone Park
	Public Service Assistant II (PT)		Firestone Park
VonGunten, Laurie	Librarian – Early Childhood (JS)	08/11/2025	Ellet
	Librarian – Early Childhood (FT)		Firestone Park

PROMOTION:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Forester, Katherine	Public Service Assistant (Substitute)	09/08/2025	PSO
	Public Service Assistant II (FT)		Odom

RETIREMENT:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Labriola, Mary (Francie)	Supervisor II (Cont. Resources)	11/09/2025	Mags & News

Francie Labriola Employment History:

- Librarian II – Business, Labor & Government (04/01/1988 – 08/12/1990)
 - Librarian II – Science & Technology (08/13/1990 – 10/06/1991)
 - Librarian II – Business, Labor & Government (10/07/1991 – 03/15/1998)
 - Librarian – Business, Labor & Government (03/16/1998 – 04/03/2005)
 - Librarian – Science & Technology (04/04/2005 – 06/08/2008)
 - Continuing Resources Supervisor – Science & Technology (06/09/2008 – 03/06/2016)
 - Supervisor II (Continuing Resources) – Magazines & Newspapers (03/07/2016 – 11/09/2025)
- Note:* Also served as Interim Collection Development Coordinator (08/12/2024 – 11/08/2024).

NUMBER OF EMPLOYEES

	<u>06.16.09</u>	<u>06.09.10</u>	<u>08.16.19</u>	<u>08.23.20</u>	<u>08.13.21</u>	<u>08.22.23</u>	<u>08.20.24</u>	<u>08.19.25</u>
Full-Time Staff:	291	270	271	258	254	260	255	256
80 Hrs. Exempt:	–	–	–	–	45	42	42	43
75 Hrs. Non-Exempt:	–	–	–	–	209	218	213	213
Part-time/Job-Share Staff:	68	54	49	41	37	39	42	33
Student Assistants:	86	73	76	61	46	62	55	55
Total Number of Staff:	445	397	396	360	337	361	352	344
Full-Time Equivalents	339	307	307	288	277	286	283	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.

Pam Hickson-Stevenson, Executive Director, presented information about reductions in Library expenditures in light of the reduction in State of Ohio funding for the current biennium, which includes the last half of this year, all of 2026, and the first half of 2027. Currently, Library administrators are focusing on trimming expenditures for the last half of 2025. Ms. Hickson-Stevenson collected suggestions from Library staff and was pleased with their responses. She noted a number of employees had the same or similar suggestions as administrators were considering. Reductions being considered include halting purchases of equipment, reducing supplies budgets, and decreasing magazine subscriptions. Calculating the current actual expenses for public photocopying and printing as compared to the charges for photocopying and printing is another option under consideration. For 2026, Administrators will be studying foot traffic and circulation numbers on an hourly basis to learn if reducing hours of operation is an area of savings. More information will be shared before the 2026 temporary budget is presented to the Board.

**EXECUTIVE
DIRECTOR’S
REPORT –
EXPENDITURE
REDUCTIONS**

The design firm contract negotiation is in progress. Library administrators are ensuring contract negotiations are not rushed and will present the final recommended contract to the Board at an upcoming meeting.

NEW BUSINESS -
DESIGN FIRM
CONTRACT

Ms. Hickson-Stevenson reported there is an opening for a full-time assistant in both the Public Services Office and the Human Resources Department. After an internal review of the job descriptions for both positions and discussion with the affected supervisors, it was agreed that the roles could be combined into one full-time position. Many of the duties of the HR Assistant are now automated, which allows for combining the major duties of the two roles. This would result in not having a staff person at the desk in the Administration Lobby, which is utilized sparingly by the public. Instead, the plan would be to install an intercom system to connect members of the public with an employee in the administrative offices for assistance. The recommended change would trim personnel costs in response to the State reductions without causing any harm to current employees.

COMBINED JOB
DESCRIPTIONS
INTO ONE ROLE

Mr. Rich moved, seconded by Mr. Griffith, approval of the new job description. The motion was adopted without dissent.

25-85
APPROVAL OF
COMBINED JOB
DESCRIPTION

Brian Burch, Branch Manager of the Richfield Branch Library, thanked the Board of Trustees for holding the August meeting at Richfield. He expressed enthusiasm for the new road signs that point the way to the Library Branch from the street. He reported on the successful year of programming to date at the Branch, including the Enchanted Forest Story Land trail that attracted 404 attendees, story times at Richfield Heritage Preserve, partnering with local students and Regina Health Center to highlight seniors' stories, a program about America's national parks with guest Tom Wright, Lake Erie folklore, three well attended book clubs, and a caterpillar enclosure where children could see the process of metamorphosis.

ADMINISTRATIVE
TEAM REPORT

Dylan McIntosh, a representative of SEIU, addressed the Board of Trustees on workers' unionization. Brendan Betz, a representative of SEIU, addressed the Board of Trustees on unionization and worker power.

PUBLIC
PARTICIPATION

There was nothing for the good of the order.

FOR THE GOOD OF
THE ORDER

Mr. Rich moved, seconded by Ms. Neeley, to go into Executive Session at 5:06 p.m. for the purpose of considering the compensation of a public employee. A roll call vote resulted in a unanimous decision: Mr. Weber – Yes; Mr. Rich – Yes; Ms. Neeley – Yes; Mr. Griffith – Yes; Mr. Frola – Yes. The Board of Trustees returned to public session at 5:34 p.m.

25-86
EXECUTIVE
SESSION

With no further business, Mr. Frola adjourned the meeting at 5:34 p.m.

ADJOURNMENT

President

Secretary