

AKRON-SUMMIT COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
REGULAR BOARD MEETING  
JANUARY 29, 2026

President John Frola called the regular meeting of the Board of Trustees of the Akron-Summit County Public Library to order at 4:40 p.m. in the Lolita K. Adair Board Room of the Main Library. The following members of the Board answered the roll call: Joseph Ferrise, John Frola, Angela Neeley, William Rich, Bernie Rochford, and Ray Weber. T.K. Griffith arrived at 4:52 p.m. Present from Library staff were Michelle Alleman, Michelle Scarpitti, Mike Bianchi, Kaitlin Booth, Andrew Clarke, Andrea Cowgar, Mike Derr, Tonya Gardella, Pat Manning, Ryan McCoy, KT Mockensturm, Heather Otto, Andrew Rockey, Peter Schantz, Sara Schwendeman, Dana Setting, and Melissa Walker. Three guests were also in attendance.

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| Mr. Rich moved, seconded by Ms. Neeley, to adopt the agenda as distributed. The motion was adopted without dissent.  | 26-07<br>AGENDA                                      |
| Mr. Rich moved, seconded by Ms. Neeley, to adopt the minutes of the December 11, 2025, meeting. The motion was adopted without dissent.  | 26-08<br>DECEMBER MINUTES                            |
| Mr. Frola thanked Library staff for continuing to do a great job. He welcomed Michelle Alleman to her first meeting as Interim Executive Director. Mr. Frola also thanked Peter Schantz, Facilities Director, for his service to the Library.  | PRESIDENT'S<br>REMARKS                               |
| Michelle Scarpitti, Fiscal Officer, presented the executive summary and financial report for November 2025. The main revenue in November was the Public Library Fund distribution. Expenditures included annual magazine subscription and repairs at various locations.  | NOVEMBER 2025<br>FINANCIAL REPORT                    |
| Mr. Rich moved, seconded by Ms. Neeley, to adopt the financial report for November 2025. The motion was adopted without dissent.   | 26-09<br>ADOPTION OF<br>NOVEMBER<br>FINANCIAL REPORT |
| Ms. Scarpitti next presented the executive summary and financial report for December 2025. In addition to the Public Library Fund, the Library received \$111,696 in Real Estate Tax Levy receipts due to a calculation correction by the county. The Library's total revenue for 2025 from the Public Library Fund was \$14.9 million. December expenditures included the winter newsletter printing, database subscriptions and various repairs around the system. | DECEMBER 2025<br>FINANCIAL REPORT                    |
| Mr. Rich moved, seconded by Ms. Neeley, to adopt the financial report for December 2025. The motion was adopted without dissent.   | 26-10<br>ADOPTION OF<br>DECEMBER<br>FINANCIAL REPORT |
| Ms. Scarpitti presented the donor gift list. The Library received \$1,686.97 in monetary donations since the last meeting and one page of other donations. Ms. Scarpitti announced a small correction to the list: the donation of \$343.88 is related to a Donor Appreciation event the Library hosted.   | DONOR GIFT LIST                                      |
|  | 26-11  |

Mr. Rich moved, seconded by Mr. Ferrise, the acceptance of the donations and gifts with great appreciation. The motion was adopted without dissent.

ACCEPTANCE OF  
DONATIONS & GIFTS

Ms. Scarpitti presented the investment report for November 2025. The Library received \$40,612.94 of interest with approximately 72% credited to the general fund. Ms. Scarpitti noted a couple transfers of money: \$425,000 from Fifth Third Bank to Huntington Main account as well as \$3 million from Star Ohio to Redtree Investment Group who was hired to work the Library's investments for the bond fund monies.

NOVEMBER 2025  
INVESTMENT REPORT

Ms. Scarpitti next presented the investment report for December 2025. The Library received \$33,238.97 of interest with approximately 71% credited to the general fund, and there was one transfer of \$2 million from Star Ohio to Huntington Main account. Ms. Scarpitti addressed a question regarding percentage credited to the general fund. While Ms. Scarpitti distributes the investment funds across the system, the general fund does receive the bulk of disbursement due to the large, ongoing use of that fund.

DECEMBER 2025  
INVESTMENT REPORT

[The investment reports are appended to the minutes.]

Ms. Scarpitti asked the Board to adopt the Resolution Authorizing Advances of Taxes, Payable in 2026. This is an annual resolution that authorizes Summit and Portage Counties to send to the Library levy proceeds, as they are available.

RESOLUTION TO  
AUTHORIZE  
ADVANCEMENT OF  
TAXES

Mr. Rich moved, seconded by Ms. Neely, adoption of the Resolution Authorizing Advances of Taxes for Tax Year 2025, Payable in 2026. The motion was adopted without dissent.

26-12  
RESOLUTION TO  
AUTHORIZE  
ADVANCEMENT OF  
TAXES

Ms. Scarpitti next requested the Board to adopt a Resolution authorizing an advance of \$1 million for calendar year 2026 from Fund 101, General Fund, to Fund 403, Bond Improvement Fund, reasoning so Fund 403 has some monies within it until the Library receives bond payments. The 2025 ending balance of the general fund can accommodate this for short term. The resolution requires a roll-call vote.

RESOLUTION TO  
TRANSFER FROM  
FUND 101 TO FUND  
403

Mr. Rich moved, seconded by Ms. Neeley, adoption of the Resolution Authorizing An Advance For Calendar Year 2026 From Fund 101 (General Fund) to Fund 403 (Bond Improvement Fund). A roll call vote was held, which resulted in a unanimous decision as follows: Mr. Ferrise – Yes; Mr. Frola – Yes; Ms. Neeley – Yes; Mr. Rich – Yes; Mr. Rochford – Yes; Mr. Weber – Yes.

26-13  
RESOLUTION TO  
TRANSFER FROM  
FUND 101 TO FUND  
403

Ms. Scarpitti then requested the Board to adopt a resolution in anticipation of selling the bonds which will likely take place mid-April, early May. It is called a bond anticipation note, and County Council will have to approve. This resolution asks for County Council approval for the Library to get bond anticipation notes.

RESOLUTION  
REQUEST FOR  
AUTHORIZATION FOR  
BOND ANTICIPATION  
NOTES

Mr. Rich moved, seconded by Ms. Neeley, adoption of the Resolution Requesting the County of Summit to Authorize the Issuance of Notes in Anticipation of the Issuance of Bonds of the Library District to Pay the Costs of Constructing, Adding to, Renovating, Remodeling, Furnishing, Equipping, and Otherwise Improving Library Buildings and Facilities, and Acquiring, Clearing and Improving the Sites Thereof. A roll call vote was held, which resulted in a unanimous decision as follows: Mr. Ferrise – Yes; Mr. Frola – Yes; Mr. Griffith – Yes; Ms. Neeley – Yes; Mr. Rich – Yes; Mr. Rochford – Yes; Mr. Weber – Yes.

26-14  
ADOPTION OF  
RESOLUTION  
REQUEST FOR  
AUTHORIZATION FOR  
BOND ANTICIPATION  
NOTES

Ms. Otto presented the Personnel Report and stated there were no changes to the report since distribution. Ms. Otto highlighted the retirement of Mary Anne Cole who gave nearly 30 years of Library service at the Green Branch Library.

PERSONNEL REPORT

26-15

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

PERSONNEL REPORT

**AKRON-SUMMIT COUNTY PUBLIC LIBRARY**  
**Personnel Report – January 2026**

**RESIGNATIONS:**

<b><u>Employee</u></b>	<b><u>Classification</u></b>	<b><u>Date</u></b>	<b><u>Agency</u></b>
Alberts, Kimberly	Early Childhood Librarian	12/19/2025	CL&T
Allard, Ashley	Public Service Assistant II (PT)	01/29/2026	Nordonia Hills
Beaty, Dajuan	Security Officer	12/26/2025	Security & Safety
Bowman, Andrew	APD Officer	12/31/2025	APD Security
Butcher, Zachary	Public Service Assistant II (FT)	01/09/2026	Culture & AV
Curtin, Brian	APD Officer	12/31/2025	APD Security
Dzurisin, Elizabeth	ADP Officer	12/31/2025	APD Security
Ehret, Breanna	Public Service Assistant (Substitute)	01/05/2026	Public Service
Gruver, Karen	Casual Shelver	01/10/2026	Tallmadge
Lindsey, Theresa	Manager, Branch Library	02/27/2026	Odom Blvd.
Lyons, Sierra	Public Service Assistant II (FT)	12/31/2025	Maple Valley
Schantz, Peter	Facilities Services Director	01/30/2026	Facilities Services
Sulak, Diane	APD Officer	11/18/2025	APD Security

Valverde-Romero, Naidi	Public Service Assistant II (PT)	01/02/2025	Firestone Park
Wetzel, Kyle	Casual Shelver	12/17/2025	BG&S

**SELECTIONS:**

<b><u>Employee</u></b>	<b><u>Classification</u></b>	<b><u>Date</u></b>	<b><u>Agency</u></b>
Johnson, Madelynn	Public Service Assistant II (PT)	01/12/2026	Maple Valley
Stricharczuk, Chloe	Public Service Assistant (Floater)	01/12/2026	Public Service
Worden, Gwendolyn	Casual Shelver	01/26/2026	Children’s & Teen

**CHANGE OF CLASSIFICATION (STATUS)/TRANSFER:**

<b><u>Employee</u></b>	<b><u>Classification</u></b>	<b><u>Date</u></b>	<b><u>Agency</u></b>
Bach, Jessica	Public Service Assistant II (FT)	01/19/2026	Northwest Akron
	Public Service Assistant II (FT)		Green
Pisani, Chelsea	Librarian Early Childhood (FT)	12/15/2025	Maple Valley
	Librarian Intermediate/Teen (FT)		Maple Valley

**RETIREMENT:**

<b><u>Employee</u></b>	<b><u>Classification</u></b>	<b><u>Date</u></b>	<b><u>Agency</u></b>
Cole, Mary Anne	Public Service Assistant II	12/31/2025	Green

*Mary Anne Cole’s Employment History:*

- Shelver – Language, Literature, and History (01/06/1997 – 03/15/1998)
- Public Service Assistant II – Green (03/16/1998 – 12/31/2025)

**NUMBER OF EMPLOYEES**

	06.16.09	06.09.10	01.15.19	01.15.20	01.15.21	01.18.22	01.16.23	01.17.24	01.21.25	01.20.26
Full-Time Staff:	291	270	276	272	248	255	250	257	254	250
80 Hrs. Exempt					44	42	43	43	44	41
75 Hrs. Non-Ex.					204	213	207	214	210	209
Part-time/Job-Share:	68	54	48	44	39	40	43	42	38	38
Shelvers (Casual):	86	73	76	79	51	46	52	60	55	49
Total # of Staff:	445	397	400	395	338	341	345	359	347	337
FTE:	339	307	309	305	274	279	278	285	280	276

**NOTES:**

- “FTE” is an abbreviation of “Full-Time Equivalents.”
- 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. Alleman introduced Andrew Clarke, new Security & Safety Coordinator. Included in her report is a new section entitled, Core Values in Action where staff can submit examples of their work that relate to the Library's core values. Library Legislative Day is March 18, and Ms. Alleman, Michael Derr, Development Director, along with any interested Board Trustees will be meeting with legislators to advocate for the Library.

INTERIM  
EXECUTIVE  
DIRECTOR'S  
REPORT

Mr. Rochford reported the Personnel Committee met on three different occasions, twice on January 17 and once on January 28. At each meeting, the committee went into Executive Session to interview candidates for the Executive Director position.

REPORT OF THE  
PERSONNEL  
COMMITTEE

Mr. Schantz presented two design contracts for Board approval. The first is an amended contract with Bostwick Design Partnership for interior renovations for Ellet, Nordonia Hills, and Tallmadge Branch Libraries, and the second is for the design for the Main Library roof.

NEW BUSINESS -  
TWO CONTRACTS

Rick Ortmeyer and David Hogue of Bostwick Design Partnership greeted the Board Trustees, announcing their gratitude to serve ASCPL and to reconnect with such a dedicated and engaged Library staff. The current phase started October 2025 with architectural visits at each location, meetings with Branch and Division Managers, confirming the scope of the renovation. They are now validating construction costs based on current understanding on improvements. Those will be placed in the budget and then detailed design services will take place.

BOSTWICK  
DESIGN  
PARTNERSHIP  
(BDP)

Mr. Schantz announced the amended contract for Bostwick Design Partnership represents the actual design for the first three branches. Library Administration is working with Bostwick Design Partnership to identify a deadline that aligns with the roofing projects for those three branches. The fee schedule is based on the hours it will take to complete the project, totaling \$985,993.77.

AMENDED BDP  
CONTRACT

Mr. Rich moved, seconded by Mr. Weber, to accept the amended contract proposal with Bostwick Design Partnership. The motion was adopted without dissent.

26-16  
ACCEPTANCE OF  
THE AMENDED  
BDP CONTRACT

Mr. Schantz next presented a design contract for Main Library roof with Construction Resources, Inc. This is a very large project that the Library anticipates will take two roofing seasons to complete. Library Administration is targeting April 2027 for beginning this project. The total design cost is \$398,750 based on 4.5% of construction costs with an allowance of \$1,250 for possible reimbursable expenses, for a total not to exceed \$400,000. The Library underwent an RFQ process as required for this project.

MAIN LIBRARY  
ROOF CONTRACT  
- CONSTRUCTION  
RESOURCES, INC.

Mr. Rich moved, seconded by Ms. Neeley, to approve the design contract for Main library roof.

Mr. Weber questioned the rationale of the design cost being a percentage of the building construction cost. Mr. Ortmeier explained that fees are tailored by staff and labor costs; it has become an industry standard to put those fees against the construction cost to evaluate the price. Mr. Schantz confirmed the Library has worked with Construction Resources, Inc. before. Related to anticipating roof structural changes at Main Library, Mr. Schantz announced the skylights must be replaced.

26-17  
MAIN LIBRARY  
ROOF CONTRACT

The motion was adopted without dissent.

Ms. Alleman announced that the Library has successfully migrated to Koha and Aspen, recognizing the migration team members: Kaitlin Booth, Collection Development Coordinator, Melissa Walker, Technical Services Coordinator, Ryan McCoy, IT Director, and Cameron Schrode, Integrated Library System Specialist. The migration team put in a phenomenal amount of work to make this happen. A few things are being worked out still, but customers can check things in and out and receive Library cards. Ms. Alleman also thanked the public service and IT staff for their positivity with this change and their feedback on the system. The Board Trustees congratulated the staff.

ADMINISTRATIVE  
TEAM REPORT

There was no public participation.

PUBLIC  
PARTICIPATION

Nothing for the good of the order.

FOR THE GOOD  
OF THE ORDER

At 5:17 p.m. Mr. Rich moved, seconded by Mr. Ferrise, to go into Executive Session to prepare for negotiations with Library employees concerning their compensation and terms and conditions of employment. A roll call vote was held, which resulted in a unanimous decision as follows: Mr. Ferrise – Yes; Mr. Frola – Yes; Mr. Griffith – Yes; Ms. Neeley – Yes; Mr. Rich – Yes; Mr. Rochford – Yes; Mr. Weber – Yes. The Board Trustees invited Ms. Otto, Ms. Alleman, and Ms. Scarpitti to stay.

26-18  
EXECUTIVE  
SESSION

The Board of Trustees returned to public session at 5:56 p.m.

RETURN TO  
PUBLIC SESSION

With no further business, Mr. Frola adjourned the meeting at 5:57 p.m.

ADJOURNMENT

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President

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Secretary