AKRON-SUMMIT COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR BOARD MEETING
JULY 30, 2026

President John Frola called the regular meeting of the Board of Trustees of the Akron-Summit County Public Library to order at 4:31 p.m. in the Community Room of the Green Branch Library. The following members of the Board answered the roll call: John Frola, T.K. Griffith, Angela Neeley, William Rich, Bernie Rochford, and Ray Weber. Joseph Ferrise was absent. Present from Library staff were Michelle Alleman, Michelle Scarpitti, Mike Bianchi, Kaitlin Booth, Andrew Clarke, Andrea Cowgar, Michael Derr, Tonya Gardella, Ris Labib, Pat Manning, KT Mockensturm, Heather Otto, Andrew Rockey, Sara Schwendeman, Dana Setting, Sherry Swisher, and Melissa Walker. One guest was also in attendance.

Mr. Rochford administered the Oath of Office to Angela Neeley.

26-90
AGENDA

Mr. Rich moved, seconded by Mr. Griffith, to adopt the agenda as distributed. The motion was adopted without dissent.

26-91
JUNE REGULAR MINUTES

Mr. Rich moved, seconded by Mr. Griffith, to adopt the minutes of the June 25, 2026, regular meeting. The motion was adopted without dissent.

PRESIDENT'S REMARKS

Mr. Frola welcomed Ms. Neeley to another term on the Board. He extended his thanks to Sara Schwendeman, Executive Assistant, for her work in records retention at the Library.

JUNE 2026 FINANCIAL REPORT

Michelle Scarpitti, Fiscal Officer, presented the executive summary and financial report for June 2026. Main revenue in June was the Public Library Fund distribution. The Library received an insurance claim payment for the water damage at the Mogadore Branch. Expenditures include repairs, subscriptions, database renewals, and payment to Peninsula Library via the tax sharing agreement.

26-92
ADOPTION OF JUNE FINANCIAL REPORT

Mr. Rich moved, seconded by Mr. Griffith, to adopt the financial report for June 2026. The motion was adopted without dissent.

DONOR GIFT LIST

Ms. Scarpitti presented the donor gift list. The Library received $3,500 in monetary donations since the last meeting as well as one page of other donations.

26-93
ACCEPTANCE OF DONATIONS & GIFTS

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

JUNE 2026 INVESTMENT REPORT

Ms. Scarpitti presented the investment report for June 2026. The Library received $85,234.96 of interest with approximately 52% credited to the general fund. Interest received from capital investments was credited to the capital fund. There were no changes to the investments except as previously distributed.

[The investment reports are appended to the minutes.]

BUDGET ADJUSTMENT

Ms. Scarpitti presented a budget adjustment, increasing appropriations in Fund 280, Grants & Donations, to accommodate additional donations anticipated.

Mr. Rich moved, seconded by Mr. Griffith, to increase appropriations by $35,000 to Fund 280. The motion was adopted without dissent.	26-94 BUDGET ADJUSTMENT
Heather Otto, Human Resources Director, presented the Personnel Report and stated there were no changes to the report since distribution.	PERSONNEL REPORT
Mr. Rich moved, seconded by Ms. Neeley, to adopt the personnel report. The motion was adopted without dissent.	26-95 PERSONNEL REPORT

AKRON-SUMMIT COUNTY PUBLIC LIBRARY
Personnel Report – July 2026

RESIGNATIONS:

Employee	Classification	Date	Agency
Buckner, Chelsea Ann	Shelver (Casual)	06/26/2026	Portage Lakes
Collins, Abigail	Shelver (Casual)	08/08/2026	Norton
Minter, Ma'Kenzi	Shelver (Casual)	07/01/2026	Maple Valley
Robertson, Lydia	Shelver (Casual)	07/07/2026	Green
Turley, Breanna	Human Resources and Public Services Assistant	07/15/2026	Human Resources
Vossen, Emily	Public Services Assistant II	06/20/2026	CL&T

SELECTIONS:

Employee	Classification	Date	Agency
Goldner, Cheri	Librarian (Adult Services)	07/27/2026	BG&S
Lizzoli, Kelsey	Public Services Assistant II	07/27/2026	Kenmore

PROMOTION:

Employee	Classification	Date	Agency
Cecil, Malaky	TechZone Assistant Public Services Assistant III	07/13/2026	Electronic Services BG&S
Ridgill, Monicka	Shelver (Casual) Public Services Assistant II (PT)	07/13/2026	Maple Valley Maple Valley

CHANGE OF CLASSIFICATION (STATUS)/TRANSFER:

Employee	Classification	Date	Agency
Rexroad, Benjamin	Public Services Assistant II		Goodyear

Substitute Public Services Assistant	08/09/2026	PSO

NUMBER OF EMPLOYEES

	07.16.09	07.09.10	07.15.19	07.22.20	07.15.21	07.20.22	07.21.23	07.18.24	07.21.25	07.22.26[3]
Full-Time Staff:	291	270	274	238	249	254	256	257	258	247
80 Hrs. Exempt:	—	—	—	—	43	43	42	43	43	42
75 Hrs. Non-Exempt:	—	—	—	—	206	211	214	214	215	205
Part-time/Job-Share Staff:	68	54	46	38	39	44	39	45	36	34
Shelvers (Casual)[1]:	86	73	78	66	48	55	63	62	59	44
Total number of Staff:	445	307	308	342[2]	336	353	358	364	353	325
Full-Time Equivalents:	339	307	308	342[2]	274	283	282	287	282	270

NOTES:

1. 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.
2. All other staff were furloughed due to the COVID-19 pandemic.
3. Some vacant positions filled were through employee reassignments when branches closed as part of the Building Our Future capital improvement project.

EXECUTIVE DIRECTOR’S REPORT

Michelle Alleman, Executive Director, introduced Ris Labib, new Collection Development Coordinator. Ms. Alleman announced the Nordonia Hills’ Town Hall is August 1, 2026, to address its temporary closure for renovations. The Branch will have set hours for its Book Trailer. Previously distributed was a report on the Phase 1 roof projects. Design planning for Main Library is expected to take one year.

SEARCHOHIO

Ms. Alleman thanked Melissa Walker, Technical Services Coordinator, for her work in helping SearchOhio services resume at the Library. Enhancements are scheduled to fix a few issues.

PLANNED GIVING, BLOOD PRESSURE STATIONS, FUNDRAISER

Planned Giving now has a dedicated page on the Library’s website for those interested in supporting the Library via a legacy gift. The American Heart Association provided funding for five (5) blood pressure stations, and blood pressure cuffs have been added to the Library of Things. Save the date for the October 9 Trivia Night Fundraiser.

LEGISLATIVE BREAKFAST, Q2 WORK PLAN

Ms. Alleman invited the Board Trustees to attend the Summit County Legislative Breakfast at the Twinsburg Public Library. The Q2 data for the 2026 Work Plan was previously distributed.

REPORT OF BUILDINGS & GROUNDS COMMITTEE

Ms. Alleman read the report of the Buildings and Grounds Committee on behalf of Mr. Weber.

On Thursday, July 30, 2026, the Buildings & Grounds Committee of the Akron-Summit County Public Library met in the Community Room of the Green

Branch Library. Committee Chair Ray Weber called the meeting to order at 3:00 pm. In attendance were Buildings & Grounds Committee members John Frola and Bernie Rochford. TK Griffith was absent. Present from the Library staff was Michelle Alleman, Kaitlin Booth, Andrew Rockey, Michelle Scarpitti and Sara Schwendeman.

Mr. Rochford moved, seconded by Mr. Frola, to adopt the agenda as distributed. The motion was adopted without dissent.

CMR PROCESS

Michelle Alleman, Executive Director, briefly described the RFQ and selection process and presented the Construction Manager at Risk (CMR) rankings for the Springfield-Lakemore Branch Library. Independence Construction has been ranked the best value CMR firm with Regency Construction Services and Hammond ranking second and third respectively. Ms. Alleman presented the Resolution for accepting the ranking and recommendation as well as authorizing the Library Executive Director and Fiscal Officer to negotiate the CMR agreement. Questions were addressed regarding the rankings, the pricing of each firm interviewed, and the value and experience the Library Administration believes Independence Construction will bring to the project as ranked the best value CMR firm. The remaining fees will be discussed during the negotiation process.

CMR SELECTION – INDEPENDENCE CONSTRUCTION

Mr. Rochford moved, seconded by Mr. Frola, Board adoption of the Resolution Accepting Best-Value Recommendation and Authorizing Negotiation & Execution of Construction Manager at Risk Agreement with Independence Construction. The motion was adopted without dissent and now comes as a recommendation to the Board.

26-96
ADOPTION OF CMR SELECTION – INDEPENDENCE CONSTRUCTION

A roll call vote was held, which resulted in a unanimous decision as follows: Mr. Frola – Yes; Mr. Griffith – Yes; Ms. Neeley – Yes; Mr. Rich – Yes; Mr. Rochford – Yes; Mr. Weber – Yes.

Andrew Rockey, Facilities Director, presented the Mansuetto Roofing change order for the Tallmadge Branch Library Roof Replacement which involves the discovery of significantly more cracked and deteriorated brick after the brick façade was cleaned. In contrast, the masonry was found to be in better condition than originally anticipated leading to fewer CMU units requiring replacement and a monetary credit to the Library. This change order, then, results in a net increase of $4,790.30 and is funded through the project's contingency.

CHANGE ORDER – TALLMADGE ROOF

Mr. Rochford moved, seconded by Mr. Frola, to approve the change order. The motion passed without dissent and now comes as a recommendation to the Board.

26-97
CHANGE ORDER – TALLMADGE ROOF APPROVED

The motion was adopted without dissent.

Next presented was establishing a formal change order governance policy *that preserves Board oversight while recognizing construction projects occasionally require timely decisions. Currently all change orders require Board approval. Having a change order governance would allow the Library to make decisions in order to prevent delays and added costs. Library Administration is suggesting an oversight framework of providing routine reports of all approved change orders to the Board throughout the project plus mandatory meetings at a specific percentage of the approved contingency.*

Committee members discussed the possibility of a monetary threshold versus a percentage threshold to help simplify the process. The members agreed upon a monetary threshold of $25,000 net increase.

CHANGE ORDER GOVERNANCE

Mr. Rochford moved, seconded by Mr. Frola, to recommend Board approval authorizing the Executive Director or Fiscal Officer to approve change orders up to a $25,000 net increase not to exceed the remaining contingency amount as well as provide routine reports of all approved change orders to the Board throughout the project. The motion was adopted without dissent and now comes as a recommendation to the Board.

26-98 CHANGE ORDER GOVERNANCE APPROVED

The motion was adopted without dissent.

Having reached the end of the agenda, Mr. Weber adjourned the meeting at 3:51 p.m.

NEW BUSINESS

There was no new business.

ADMINISTRATIVE TEAM REPORT

Sherry Swisher, Green Branch Manager, highlighted the Branch's collaboration with the Mayor of Green specifically for use of the Central Park Amphitheater to be able to serve more youth at their programs. Ms. Swisher also noted the excitement of new program possibilities with the hiring of two new Branch librarians.

PUBLIC PARTICIPATION

There was no public participation.

FOR THE GOOD OF THE ORDER

There was nothing for the good of the order.

ADJOURNMENT

With no further business, Mr. Frola adjourned the meeting at 4:52 p.m.

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President

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Secretary