

AKRON-SUMMIT COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR BOARD MEETING
AUGUST 27, 2026

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 Community Room of the North Hill Branch Library. The following members of the Board answered the roll call: Joseph Ferrise, John Frola, T.K. Griffith, William Rich, Bernie Rochford, and Ray Weber. Angela Neeley arrived at 4:33 p.m. Present from Library staff were Michelle Alleman, Michelle Scarpitti, Mike Bianchi, Kaitlin Booth, Andrew Clarke, Andrea Cowgar, Michael Derr, Tonya Gardella, Katie Hughes, Ris Labib, Ryan McCoy, Pat Manning, KT Mockensturm, Heather Otto, Andrew Rockey, Sara Schwendeman, Dana Setting, and Melissa Walker. Representatives from Bostwick Design Partnership and Independence Construction as well as two guests were also in attendance.

Mr. Rich moved, seconded by Mr. Weber, to adopt the agenda as distributed. 26-99
The motion was adopted without dissent. AGENDA

Mr. Rich moved, seconded by Mr. Weber, to adopt the minutes of the July 26-100
30, 2026, regular meeting. The motion was adopted without dissent. JULY REGULAR
MINUTES

Mr. Frola thanked Facilities Director Andrew Rockey for his work during the Buildings & Grounds Committee meeting and stated it was a very exciting time to recommend approval for renovation construction for the first three branches in the capital improvement phases. PRESIDENT'S
REMARKS

Michelle Scarpitti, Fiscal Officer, presented the executive summary and financial report for July 2026. Main revenue in July was the Public Library Fund distribution and the Real Estate advancements. Related to the bond sale, the sale monies, interest, and premiums were credited to Bond Retirement Fund 301 and Bond Improvement Fund 403 as required and advised by the Library's bond counsel. Additionally, the previous advances totaling \$4 million from the General Fund to Fund 403 were returned back to the General Fund in July. Expenditures included three pay dates and several repairs and subscriptions. JULY 2026
FINANCIAL REPORT

Mr. Rich moved, seconded by Mr. Griffith, to adopt the financial report for July 2026. The motion was adopted without dissent. 26-101
ADOPTION OF JULY
FINANCIAL REPORT

Ms. Scarpitti presented the donor gift list, noting one minor correction that a donation was from Friends of Main Library and not Council of Friends. The Library received \$11,397 in monetary donations since the last meeting as well as one page of other donations. DONOR GIFT LIST

With the correction as noted, Mr. Rich moved, seconded by Mr. Griffith, the acceptance of the donations and gifts with great appreciation. The motion was adopted without dissent. 26-102
ACCEPTANCE OF
DONATIONS & GIFTS

Ms. Scarpitti presented the investment report for July 2026. Excluding the prepaid interest on new investments recorded to Fund 403, the Library received \$41,996.38 of interest with approximately 30% credited to the general fund. There were no changes to the investments except as previously distributed.

JULY 2026
INVESTMENT REPORT

[The investment reports are appended to the minutes.]

Heather Otto, Human Resources Director, presented the Personnel Report and stated there were no changes to the report since distribution.

PERSONNEL REPORT

26-103

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

PERSONNEL REPORT

AKRON-SUMMIT COUNTY PUBLIC LIBRARY
Personnel Report – August 2026

RESIGNATIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Crawford, Jasynda	Shelver (Casual)	08/08/2026	Kenmore
Kever, Molly	Shelver (Casual)	08/17/2026	Green
Kanar, Kyra	Shelver (Casual)	08/03/2026	Nordonia Hills
Stump, Thomas	Shelver (FT)	08/07/2026	Culture&AV
Wilson, Claire	Technology Trainer	09/04/2026	Electronic Services
Worden, Gwendolyn	Shelver (Casual)	08/13/2026	CL&Teen

SELECTIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Holland, Yvonne	Shelver (Casual)	08/10/2026	Portage Lakes
Madenfort, Mallory	Shelver (Casual)	08/24/2026	Green
Roach, Laura	Shelver (Casual)	08/24/2026	Green

CHANGE OF CLASSIFICATION (STATUS)/TRANSFER:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Taylor, Mya	Public Services Assistant III Librarian (Early Childhood)	08/08/2026	Maple Valley Maple Valley

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>	<u>08.19.26²</u>
Full-Time Staff:	291	270	271	258	254	260	255	256	246
80 Hrs. Exempt:	–	–	–	–	45	42	42	43	42
75 Hrs. Non-Exempt:	–	–	–	–	209	218	213	213	204
Part-time/Job-Share Staff:	68	54	49	41	37	39	42	33	35
Shelvers (Casual) ¹ :	86	73	76	61	46	62	55	55	42
Total Number of Staff:	445	397	396	360	337	361	352	344	323
Full-Time Equivalents	339	307	307	288	277	286	283	279	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. Some vacant positions filled were through employee reassignments when branches closed as part of the Building Our Future capital improvement project.

Michelle Alleman, Executive Director, announced it was a robust Buildings & Grounds meeting today reflecting all the capital items being worked on at the Library. Nordonia Hills Branch Town Hall was successful with 50 engaged attendees who were excited to hear about the planned improvements. Both the Bookmobile and Book Trailers as well as the roof replacement projects are going well. Design meetings for Main Library continue, and the Library is closer to bidding for the work at the new Springfield-Lakemore Branch building.

EXECUTIVE
DIRECTOR’S
REPORT

The Core Values in Action call out powerful examples of the Library staff connecting to customers. There will be a branding update coming soon. The colors allow for more accessibility and modernity. A preview will be in the fall issue of Insight. September is Library card sign-up month, and the Library has received positive responses from customers about the variety of cards the Library offers.

CORE VALUES IN
ACTION,
BRANDING
UPDATE

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

REPORT OF
BUILDINGS &
GROUND
COMMITTEE

On Thursday, August 27, 2026, the Buildings & Grounds Committee of the Akron-Summit County Public Library met in the Community Room of the North Hill Branch Library. Committee Chair Ray Weber called the meeting to order at 3:30 pm. In attendance were Buildings & Grounds Committee members John Frola, TK Griffith, and Bernie Rochford. Present from the Library staff was Michelle Alleman, Kaitlin Booth, Katie Hughes, Andrew Rockey, Michelle Scarpitti and Sara Schwendeman. Guests from Bostwick Design Partnership and Independence Construction were present.

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

Andrew Rockey, Facilities Director, reported on the second Mansuetto

CHANGE ORDER –

<i>Roofing change order for the Tallmadge Branch Library Roof Replacement which addressed a concealed water and mildew condition discovered beneath the vestibule windows near the main entrance. The total cost of Change Order No. 2 is \$6,583.50, representing approximately 0.36% of the total project cost.</i>	TALLMADGE ROOF
<i>Mr. Rockey announced the Library's recommendation to proceed with competitive bidding for the 2027 Main Library Roof Replacement Project. Mr. Rockey explained the scale and complexities of the project as well as the advantages of the planned improvements. The engineer's current Opinion of Probable Cost is \$9,975,000. Due to this, the Library is recommending a longer-than-normal bidding period to allow contractors adequate time to review the details, visit the site, and submit their bids. The intent is to bid the project in the fall of 2026 for construction during the 2027 roofing season. Questions were addressed.</i>	MAIN LIBRARY ROOF PROJECT BID REQUEST
<i>Mr. Rochford moved, seconded by Mr. Frola, Board adoption of the Resolution Authorizing Bid Package for the Main Library Roof Replacement Project, Legal Notice of Bids and Opening of Bids. The motion was adopted without dissent and now comes as a recommendation to the Board.</i>	26-104 RESOLUTION AUTHORIZING BID PACKAGE FOR MAIN LIBRARY ROOF PROJECT
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.	
<i>Next, Mr. Rockey presented the qualifications-based selection process for the Phase 2 Roof Projects. The Library is recommending selection of Construction Resources, Inc. (CRI) as the most qualified firm. The projects currently moving forward are Goodyear Branch and Mogadore Branch. CRI has provided the following proposals: for Goodyear Branch, \$144,573 for design and bidding services and for Mogadore Branch, \$197,000 for design and bidding services. Decisions for Springfield-Lakemore and Portage Lakes Branches are still under consideration.</i>	SELECTION FOR PHASE 2 ROOF PROJECTS
<i>Mr. Rochford moved, seconded by Mr. Frola, Board adoption of the Resolution Selecting Most-Qualified Design Professional, Approving Price Proposal, and Authorizing Architect Agreement for the Phase 2 Library Branches Roof Replacement Project. The motion was adopted without dissent and now comes as a recommendation to the Board.</i>	26-105 APPROVING CONSTRUCTION RESOURCES, INC. FOR PHASE 2 ROOF PROJECTS
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.	
<i>Mr. Rockey then presented the Bostwick Design Partnership Amendment No. 6 for the Springfield-Lakemore Library renovation project. The amendment adds the civil engineering, landscape architecture, and structural engineering services necessary to complete the design of the project, moving the front entrance of the building and establishing an outdoor area. These services were</i>	BOSTWICK DESIGN CONTRACT AMENDMENT NO. 6 FOR SPRINGFIELD- LAKEMORE PROJECT

not included within Bostwick's original scope and are therefore being added as supplemental services under the existing Architect Agreement. The total amount of Amendment No. 6 is not to exceed \$90,000. Questions were addressed.

26-106
RESOLUTION
AUTHORIZING
AMENDMENT NO. 6
TO BOSTWICK
CONTRACT

Mr. Rochford moved, seconded by Mr. Frola, Board adoption of the Resolution Authorizing Amendment No. 6 to the Architect Agreement for Supplemental Services for Portion of the System-Wide Facility Renovation and Improvement Project. The motion was adopted without dissent and now comes as a recommendation to the Board.

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.

GUARANTEED
MAXIMUM PRICE
FOR PHASE 1
BRANCH
RENOVATIONS

Mr. Rockey presented the Guaranteed Maximum Price (GMP) for the Phase 1 Branch Library renovations at the Ellet, Nordon Hills, and Tallmadge Branch Libraries as submitted by Independence Construction, CMR for the Phase 1 Branch Library renovations. This has been a 9-month process resulting in the total GMP for the three projects being \$10,163,518, which is \$835,069 under the original project budget. The GMP also includes allowances for conditions that cannot be completely quantified until construction begins as well as a construction contingency for renovation-related uncertainties. The Resolution also authorizes the Executive Director, Fiscal Officer, and Facilities Director to negotiate, finalize, and execute the GMP Amendment. Greg Consolo from Independence Construction further explained the bids process and the responses from Summit County firms. Mr. Rockey confirmed the elements that are utilizing Summit County firms and labor.

26-107
RESOLUTION
APPROVING GMP
FOR PHASE 1
BRANCH
RENOVATIONS

Mr. Rochford moved, seconded by Mr. Griffith, Board adoption of the Resolution Approving Not-to-Exceed Amount for Guaranteed Maximum Price for Phase 1 Renovations and Authorizing Execution of Guaranteed Maximum Price Amendment. The motion was adopted without dissent and now comes as a recommendation to the Board.

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.

Having reached the end of the agenda, Mr. Weber adjourned the meeting at 4:03 p.m.

NEW BUSINESS

There was no new business.

ADMINISTRATIVE
TEAM REPORT

Katie Hughes, North Hill Branch Manager, presented the work of the Branch staff including unique circulation items such as ukuleles, an art library, and the blood pressure kiosk as well as unique in-house programming like ELS classes, Hope and Healing office hours, and hosting the Portage Path Behavioral Health mobile unit. Ms. Hughes also highlighted the Branch librarians'

community engagement and outreach work, recent program successes, the work on the Branch collection and no-to-low-cost changes made to recreate the teen space at the Branch.

PUBLIC
PARTICIPATION

There was no public participation.

FOR THE GOOD OF
THE ORDER

There was nothing for the good of the order.

26-108
EXECUTIVE
SESSION

At 5:01 p.m. Mr. Rich moved, seconded by Mr. Weber, 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. Ms. Otto, Ms. Alleman, Ms. Booth, and Ms. Scarpitti joined the Board in Executive Session.

RETURN TO
PUBLIC SESSION

The Board of Trustees returned to public session at 5:15 p.m.

Mr. Weber moved, seconded by Mr. Rich, to adjourn the meeting.

ADJOURNMENT

With no further business, Mr. Frola adjourned the meeting at 5:15 p.m.

President

Secretary