

AKRON-SUMMIT COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR BOARD MEETING
JUNE 29, 2023

President Angela Neeley called the regular meeting of the Board of Trustees of the Akron-Summit County Public Library to order at 4:30 pm in the Community Room of the Firestone Park Branch Library. The following members of the Board answered the roll call: James Casey, Joseph Ferrise, Angela Neeley, William Rich (arrived at 4:32 pm), Bernie Rochford, and Ray Weber. John Frola was absent. Present from Library staff were Pamela Hickson-Stevenson, Michelle Scarpitti, Michelle Alleman, Sylvia Chris, Carla Davis, Mike Derr, Cheryl Engel, Pat Manning, Ryan McCoy, Brett Neff, Heather Otto, Peter Schantz, and Val Sherman.

Mr. Rochford moved, seconded by Mr. Weber, to adopt the June 29, 2023, agenda. The motion was adopted without dissent. 23-59
AGENDA

Mr. Rochford moved, seconded by Mr. Casey, to adopt the minutes of the May 25, 2023, Board Meeting. The motion was adopted without dissent. 23-60
MAY REGULAR
BOARD MEETING
MINUTES

Mr. Rochford moved, seconded by Mr. Ferrise, to adopt the minutes of the June 14, 2023, Special Board Meeting. The motion was adopted without dissent. 23-61
JUNE SPECIAL
BOARD MEETING

Ms. Neeley thanked Pamela Hickson-Stevenson, Executive Director, and her staff for their perseverance and patience while dealing with some difficult circumstances. Ms. Hickson-Stevenson expressed her thanks in return, and said she is very grateful for the people with whom she works at the Library. PRESIDENT'S
REMARKS

Michelle Scarpitti, Fiscal Officer, apologized for not being able to complete the financial report prior to the meeting due to the reasons with which she was sure everyone was familiar. She stated she planned to have it ready for the next meeting and, if possible, would send it to the Board members sooner than that. MAY 2023
FINANCIAL
REPORT

Ms. Scarpitti stated that since the last meeting, the Library received \$3,252.00 in monetary donations and approximately one page of other donations. DONOR/GIFT
LIST

Mr. Casey moved, seconded by Mr. Rochford, acceptance of the donations and gifts with great appreciation. The motion was adopted without dissent. 23-62
DONATIONS
AND GIFTS

Ms. Scarpitti presented the May investment report, which showed the Library received \$76,373.90 of interest with approximately 70% credited to the General Fund. One CD matured and one new CD was purchased. MAY 2023
INVESTMENT
REPORT

[The investment reports are appended to the minutes]

Ms. Scarpitti then requested the Board approve the 2024 alternative tax budget, which demonstrates the Library's need for the County to assess the levy.

Mr. Casey moved, seconded by Mr. Rochford, to approve the 2024 alternative tax budget, demonstrating the Library’s need for the County to assess the levy. The motion was adopted without dissent.

23-63
ALTERNATIVE
TAX BUDGET

Heather Otto, Human Resources Director, presented the personnel report for June. She stated there were no changes to the report. She highlighted the retirement of Sharon Goodwin, who has been with the Library since 2016.

PERSONNEL
REPORT

AKRON-SUMMIT COUNTY PUBLIC LIBRARY
Personnel Report – June 2023

RESIGNATIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Adams, Amy	Security Officer	07/31/2023	Security
Bengston, Katherine	Librarian Adult Services	06/12/2023	Richfield
Dugan, Hannah	Student Assistant	05/26/2023	Tallmadge
Kemp, Arianna	Student Assistant	05/17/2023	Odom
Leslie, Elise	Public Service Assistant II	06/12/2023	Ellet
Lizzoli, Kelsey	Public Service Assistant II	06/24/2023	Circulation
Radl, Janice	Substitute PSA II	06/12/2023	Public Services Office
Robinson, Samantha	Student Assistant	06/17/2023	Green
Stencel, Jennifer	Branch Manager	07/08/2023	Richfield

SELECTIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Brewster, Jacob	PSA II Floater	06/12/2023	Public Services Office
Dudack, Zoe	Substitute PSA II	06/12/2023	Public Services Office
Erb, Tabitha	PSA II Floater	06/12/2023	Public Services Office
Massey, Lonnie	Student Assistant	06/05/2023	Mogadore
Orrand, Michael	Akron Police Officer	05/23/2023	Security
Radl, Janice	Substitute PSA II	06/12/2023	Public Services Office
Seib, Nicholas	Student Assistant	07/03/2023	Portage Lakes

CHANGE OF CLASSIFICATION (STATUS)/TRANSFER:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Bagley, Carolyn	Public Service Assistant III		Firestone Park
	Librarian (Intermediate/Teen)	05/22/2023	Firestone Park

RETIREMENTS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Goodwin, Sharon	Materials Processor	06/30/2023	Technical Services

10/30/2017 - 06/30/2023 – Materials Processor, Technical Services

05/02/2016 - 10/30/2017 – Shelver, Mobile Services

NUMBER OF EMPLOYEES

	<u>06.16.09</u>	<u>06.09.10</u>	<u>06.17.19</u>	<u>06.19.20</u>	<u>06.15.21</u>	<u>06.22.22</u>	<u>06.20.23</u>
Full-Time Staff	291	270	277	148	249	257	257
80 Hrs. Exempt				47	44	42	43
75 Hrs. Non-Exempt				101	205	215	214
Part-time/Job-Share Staff	68	54	46	0	38	47	43
Student Assistants	86	73	78	0	48	65	57
Total number of Staff	445	397	401	*148	335	369	357
Full-Time Equivalents	339	307	302	*All other staff furloughed	273	291	286

NOTE: These numbers cannot be compared from month to month for the following reason: the numbers may not reflect additions and deletions to the payroll system as the changes are made immediately prior to or after the date the personnel action is effective.

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

23-64
PERSONNEL
REPORT

Ms. Hickson-Stevenson reviewed information on the Public Library Fund (PLF). The tax reform changes proposed in both the Ohio House and Ohio Senate likely will have an effect on the PLF. She stated that the Ohio Library Council has asked Library trustees and directors to contact their legislators and ask for 1.74% of Ohio’s General Revenue Fund to be allocated for the PLF. All Ohio public libraries will be affected, including the Akron-Summit County Public Library. This is concerning particularly because of the Library’s critical capital needs.

EXECUTIVE
DIRECTOR’S
REPORT

Mr. Rochford asked if off-duty Akron Police Department officers would still be scheduled. She confirmed they would continue to be used in the Library. The switch to a security company took place to help provide complete security coverage at Main Library and in-house officers at branches.

Ms. Hickson-Stevenson read the Buildings and Grounds Committee meeting report.

*REPORT OF BUILDINGS & GROUNDS COMMITTEE MEETING
Thursday, June 29, 2023 4:00 pm*

BUILDINGS
AND GROUNDS
COMMITTEE
REPORT

The Buildings and Grounds Committee met in the Community Room of the Firestone Park Branch Library on Thursday, June 29, 2023. Committee Chair Ray Weber called the meeting to order at 4:02 pm, with committee members Jim Casey, Joe Ferrise, Angela Neeley and Bernie Rochford attending. Also attending were

staff members Pam Hickson-Stevenson, Michelle Alleman, Heather Otto, Sylvia Chris, and Peter Schantz.

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

Mr. Rochford moved, seconded by Ms. Neeley, to add consideration of change orders for the Richfield Branch Library municipal water project to the agenda as item 4. The motion was adopted without dissent.

Mr. Rochford moved, seconded by Mr. Neeley, to adopt the revised agenda. The motion was adopted without dissent.

Peter Schantz, Facilities Director, provided an overview of the HVAC system needs at the Norton and Odom branch libraries and of the results of the public bidding to replace the systems. Cline Mechanical presented the lowest responsive and most responsible bid of \$732,655.00. Library administration recommends accepting that bid and adding a 10% contingency of \$73,000 for a total construction cost of \$805,655.

Mr. Rochford moved, seconded by Ms. Neeley, to accept the recommendation and to recommend to the full Board acceptance of the Cline Mechanical bid and the 10% contingency. The motion was adopted without dissent, and this now comes as a recommendation to the board.

23-65
CLINE
MECHANICAL
BID AND
CONTINGENCY

With no questions or discussion, the motion to adopt the Cline Mechanical Bid and a 10% contingency was adopted without dissent.

Mr. Schantz next presented information regarding two change orders that arose as a result of a walk through by the contractor for the Richfield Branch Library municipal water project. The first change order deals with a recommendation to use Hydro Excavation, and the second is a refund for a vault that the Library had already purchased.

Mr. Rochford moved, seconded by Ms. Neeley, to recommend that the Board approve Change Orders 1 and 2 for the Richfield Branch Library municipal water project that netted a savings of \$467.33. The motion was adopted without dissent, and this now comes as a recommendation to the board.

23-66
RICHFIELD
WATER PROJECT
CHANGE ORDERS
1 AND 2

With no questions or discussion, the motion to adopt Change Orders 1 and 2 for the Richfield Branch Library municipal water project, which netted a savings of \$467.33, was adopted without dissent.

Having reached the end of the agenda, Mr. Weber declared the meeting adjourned at 4:13 pm.

Pam Hickson-Stevenson, Executive Director

There was no new business.

NEW BUSINESS

Ms. Sylvia Chris, Manager of the Firestone Park Branch, gave a brief update of some of the activities that have been happening or are coming up at their branch. Ms. Hickson-Stevenson introduced her and stated she was a McDowell Scholarship winner. Ms. Chris worked at the Firestone Park Branch for a time, left for another public library, and has come back to manage the Branch.

ADMINISTRATIVE
TEAM

Ms. Chris highlighted the Branch’s commitment to illustrating the neighborhood’s history with photos in the building. Kenmore and Garfield Schools have merged to become one: Kenmore-Garfield High School and had their first academic year in their new building. Staff are excited She reported the Branch is part of the heart of the community. People know they will be welcomed at the Branch and receive exceptional service. Among the staff’s accomplishments are the following examples. About sixty people follow Early Childhood Librarian June Thomas’ story times. The new Intermediate & Teen Librarian, Carolyn Bagley, has taken the previous Dungeons & Dragons program and morphed it into an educational and socialization experience for the teens. The two together have created afterschool adventures to encourage children to try new things. Ms. Chris offers a program for typical adults and adults with developmental issues. She also has brought Project Learn GED sessions to the branch.

Apostlette submitted a request for public participation regarding the books she has authored and published and her concerns for Akron. She said she had asked to do a story time at Main Library, but was told no. She stated she was from a prominent family in Shaker Heights but lost everything due to reporting abuse. She said she is running for president in 2024. She stated she loves Akron and would like to work together to help solve the problems in the city.

PUBLIC
PARTICIPATION

There were no remarks for the good of the order.

FOR THE GOOD
OF THE ORDER

The meeting adjourned at 5:05 pm.

ADJOURNMENT

President

Secretary