

AKRON-SUMMIT COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
MARCH 26, 2015
BOARD ROOM, MAIN LIBRARY

President William D. Rich called the meeting of the Board of Trustees of the Akron-Summit County Public Library to order at 4:03 pm at Main Library. The following members of the Board answered the roll call: Lolita Adair, Sandra Auburn, Mark Jackson, Sr., William D. Rich, and Bernard Rochford. John Frola, Jr. was absent. Ray Weber arrived at 4:15 pm. Present from Library staff were David Jennings, Michelle Scarpitti, Carrie Burrier, Carla Davis, Kristin Henry, Eileen Herbert, Pam Hickson-Stevenson, Ann Hutchison, Vickie King, Carl Roxbury, and Valerie Sherman.

Mr. Jackson moved, seconded by Mr. Rochford, to adopt the agenda for the March 26, 2015 meeting. The roll call vote followed: Mrs. Adair, Dr. Auburn, Mr. Jackson, Mr. Rich, and Mr. Rochford all voted aye. The motion carried.

15-19
AGENDA

Dr. Auburn moved, seconded by Mr. Rochford, to adopt the minutes of the February 26, 2015 meeting. The roll call vote followed: Mrs. Adair, Dr. Auburn, Mr. Jackson, Mr. Rich, and Mr. Rochford all voted aye. The motion carried.

15-20
FEBRUARY
MEETING MINUTES

Mr. Rich expressed appreciation for the work of Library staff putting together the yard signs. He added that he thought the levy kickoff went well.

PRESIDENT'S
REMARKS

Michelle Scarpitti, Fiscal Officer, presented the Financial Report for February 2015.

[The financial report is appended to the minutes.]

Mr. Rochford moved, seconded by Mrs. Adair, to adopt the February financial report. The roll call vote followed: Mrs. Adair, Dr. Auburn, Mr. Jackson, Mr. Rich, and Mr. Rochford all voted aye. The motion carried.

15-21
FEBRUARY
FINANCIAL
REPORT

Ms. Scarpitti presented the donor/gift list and reported that in February the Library received \$21,554 of monetary donations. She reported \$20 was placed in the general fund. The remaining \$21,534 was a PNC grant and was credited directly to that fund. In addition, there were three and one-half pages of materials donations.

Dr. Auburn moved, seconded by Mr. Jackson, acceptance of the donor/gift list with great appreciation. The roll call vote followed: Mrs. Adair, Dr. Auburn, Mr. Jackson, Mr. Rich, and Mr. Rochford all voted aye. The motion carried.

15-22
DONOR/GIFT LIST

Mr. Weber arrived at 4:15 pm.

Ms. Scarpitti presented the investment report for February 2015.

[The investment report is appended to the minutes.]

Ms. Scarpitti presented the proposed 2015 Permanent Appropriation for Board approval. She stated the amount in the General Fund is \$24,750,384. In order to help compensate for a new, lower estimate in levy revenue for 2015 from the

County Fiscal Office, the Board was asked to approve a \$200,000 advance to the General Fund from the Thomas Knowles Fund, one of the Library's special funds. This amount can be returned to the Knowles Fund when future levy revenues allow.

Mr. Rochford moved, seconded by Mrs. Adair to approve the 2015 Permanent Appropriation as presented. The roll call vote followed: Mrs. Adair, Dr. Auburn, Mr. Jackson, Mr. Rich, Mr. Rochford and Mr. Weber all voted aye. The motion carried.

15-23
2015 PERMANENT
BUDGET

David Jennings presented the March 2015 Personnel Report in Lisa Peercy's absence. He stated there had not been any changes since it was sent to the Board. Mr. Jennings noted the retirement of Deborah Catrone, the Branch Manager of Goodyear Branch Library for 18 years.

**AKRON-SUMMIT COUNTY PUBLIC LIBRARY
Personnel Report – March 2015**

RESIGNATIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Klesta, Maria	Public Service Assistant II	03.22.15	Kenmore
Young, Jordan	Public Service Assistant II	03.21.15	Kenmore

RETIREMENT:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Catrone, Deborah	Branch Manager	05.01.15	Goodyear

SELECTIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Chambers, Barbara	Student Assistant	03.30.15	Science & Technology
Cooke, Sean	Student Assistant	02.23.15	Fairlawn-Bath
Snowden, Sharnae	Public Service Assistant I	03.25.15	Circulation

CHANGE OF STATUS: (Transfer)

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Radl, Janice	Librarian		Science & Technology
	Librarian	03.23.15	Business & Government

CHANGE OF STATUS: (Promotion)

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Troyer, Seth	Student Assistant		Magazines & Newspapers
	Public Service Assistant I	03.16.15	Circulation

RETIREMENT (history)

Deborah Catrone
 05/20/85 - 08/31/88 -- Librarian II, Chamberlain
 09/01/88 - 05/26/96 -- Librarian II, Ellet
 05/27/96 - 12/20/97 -- Librarian III, Goodyear
 12/21/97 - 04/30/15 -- Branch Manager, Goodyear
 05/01/15 - Retired

NUMBER OF STAFF MEMBERS

	<u>03.15.11</u>	<u>03.15.12</u>	<u>03.15.13</u>	<u>03.18.14</u>	<u>03.17.15</u>
Full-Time Staff:	268	266	262	254	248
Part-Time/Job-Share Staff:	48	43	34	45	47
Student Assistants:	78	78	89	89	80
Total number of Staff:	414	394	387	382	375
Full-Time Equivalents	304	299	294	292	285

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.

Dr. Auburn moved, seconded by Mr. Jackson, adoption of the Personnel Report. The roll call vote followed: Mrs. Adair, Dr. Auburn, Mr. Jackson, Mr. Rich, Mr. Rochford and Mr. Weber all voted aye. The motion carried. 15-24
PERSONNEL REPORT

The Library is once again supporting the Akron-Canton Regional Foodbank’s annual Harvest for Hunger Campaign. There are food donation receptacles at each branch facility and at Main Library. The collection period will run for four weeks from March 23rd through Mid-April. This participation is another of many ways the Library contributes to community initiatives. DIRECTOR’S REPORT
HARVEST FOR HUNGER

The Library has just received notice from the City of Norton that they need to secure an easement for part of the Norton Branch Library property in order to complete a highway project on Cleveland-Massillon Road. The temporary (36 month) easement is for a thin slice of land (0.0672 acres) adjacent to the road. The Library will have legal counsel review the agreement and schedule a Buildings & Grounds meeting when that review is complete to consider the offer. NORTON PROPERTY
EASEMENT REQUEST

The Library has received grant funding from the Knight Foundation and will begin implementing the creation of the Microbusiness/Co-Working Center on the first floor of Main Library. This project will require first moving the Library Shop On Main to an area on Main’s second floor (a longstanding request of the Friends of Main Library), adjacent to the parking deck ramp corner. After that move is complete, the new area will be created in the former LSOM area of the first floor. FIRST FLOOR PROJECT

The Microbusiness/Co-working Center will have approximately twenty individual work spaces, some equipped with a second computer screen. This area will also have a conference room for small meetings. Community business development agencies will provide entrepreneurial training, and a temporary, grant-funded position will be posted to support and promote the use of this new area in the library. This position will report to Business & Government Division Manager Diane Barton.

Additionally, the grant will fund creation of a maker space on the westernmost part of the first floor, outfitted with a variety of equipment and resources for creativity and innovation. Such equipment will include a laser

engraver, vinyl cutter for signs or decals, large format printer, 3D printer, and more.

All costs associated with the project will be paid for by the Knight grant. The Library anticipates having the Microbusiness/Co-Working Center and the maker space open for operation by mid-to-late summer 2015.

On April 16-17, the Library will welcome the Board of the State Library of Ohio for their April 2015 meeting and retreat. The Library is honored to be chosen as a site for the State Library Board’s meeting. The group will tour Main Library with a particular emphasis on Special Collections at their request.

STATE LIBRARY
BOARD VISIT

The Library organization and staff have received community recognition numerous times in the past few years. Another instance is the recognition Mr. Jennings received on March 21st at the Greater Bethel Baptist Church program, Past Unforgotten VI. This annual black history concert and awards celebration at the Akron Civic Theater recognizes “those who are working on the front lines in our local communities.” He received an Outstanding Leader Award.

RECOGNITION

Mr. Rich reported there were no Committee Reports.

COMMITTEE REPORTS

Carla Davis, Marketing & Communications Director, announced the 6th annual Crossword Puzzle Tournament will be held at Main Library on Saturday, March 28. Also, the Children’s Library and the Akron Art Museum are joining forces for a *Block Party*. This will celebrate the “growth of the young child” with a day of play on Thursday, April 16, at Main Library and also at the Art Museum across the street. Events will be held during the whole week in collaboration with the Museum. Ms. Davis also mentioned the 20th Anniversary celebration for the Akron Patent and Trademark resource Center being held on April 24 and April 25.

REPORT FROM
SENIOR STAFF

Mr. Rich reported there were no requests for Public Participation.

PUBLIC
PARTICIPATION

There being no further business, Mr. Rich adjourned the meeting at 4:42 pm.

ADJOURNMENT

President

Secretary