

AKRON-SUMMIT COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
JANUARY 28, 2016
BOARD ROOM, MAIN LIBRARY

President William D. Rich called the regular meeting of the Board of Trustees of the Akron-Summit County Public Library to order at 4:10 pm at Main Library. The following members of the Board answered the roll call: Lolita Adair, Jill Darlington, John Frola, Jr., William D. Rich, and Ray Weber. Mark Jackson, Jr. and Bernie Rochford were absent. Present from Library staff were David Jennings, Michelle Scarpitti, Carrie Burrier, Carla Davis, Pam Hickson-Stevenson, Eileen Herbert, Ann Hutchison, Vickie King, Lisa Peercy, Carl Roxbury, Val Sherman, and Barb White.

Mr. Frola moved, seconded by Mrs. Adair, to adopt the agenda for the January 28, 2016 meeting. Mr. Rich announced there was a request for Public Participation and suggested a change to the agenda by moving #10 Public Participation to become the new #5. Mr. Rich asked the Board to adopt the agenda as amended. The roll call vote followed: Mrs. Adair, Ms. Darlington, Mr. Frola, Mr. Rich, and Mr. Weber all voted aye. The motion carried.

16-7
AGENDA

Mr. Frola moved, seconded by Mrs. Adair, to adopt the minutes of the December 10, 2016 meeting. The roll call vote followed: Mrs. Adair, Ms. Darlington, Mr. Frola, Mr. Rich, and Mr. Weber all voted aye. The motion carried.

16-8
DECEMBER
BOARD MINUTES

Mr. Rich thanked the members of the board for the honor of allowing him to serve as president for another year. He expressed his gratitude for the confidence of the board and to Mrs. Adair and Mr. Weber for their service respectively as Vice President and Secretary.

PRESIDENT'S
REMARKS

Mr. Rich introduced Chuck Sincere, Superintendent of the Springfield Local School District. Mr. Sincere introduced Dave Hofer, Board of Education President; Glenn Wieland, Board of Education Vice-President; and Carla Shackelford, supportive parent. He asked the Board of Trustees to consider the possibility of partnering with the Springfield school district by placing a satellite library in the Boyer Elementary school building at 2141 Pickle Road. Discussion followed, and David Jennings and John Frola made plans to visit the property on January 29.

PUBLIC
PARTICIPATION

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

[The financial reports are appended to the minutes.]

Mrs. Adair moved, seconded by Mr. Frola, approval of the Financial Report for November. The roll call vote followed: Mrs. Adair, Ms. Darlington, Mr. Frola, Mr. Rich, and Mr. Weber all voted aye. The motion carried.

16-9
NOVEMBER
FINANCIAL
REPORT

Ms. Scarpitti presented the Adjustments to Appropriations report for November and requested approval from the Board for the adjustments as presented.

Mrs. Adair moved, seconded by Mr. Frola, that expense line item #3799 Professional Services – All Other be reduced by \$12,000 and that \$12,000 be added to line item #3920 Permits & Inspection Fees.

The roll call vote followed: Mrs. Adair, Ms. Darlington, Mr. Frola, Mr. Rich, and Mr. Weber all voted aye. The motion carried.

16-10
ADJUSTMENTS TO
APPROPRIATIONS

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

[The financial reports are appended to the minutes.]

Mrs. Adair moved, seconded by Mr. Frola, approval of the Financial Report for December. The roll call vote followed: Mrs. Adair, Ms. Darlington, Mr. Frola, Mr. Rich, and Mr. Weber all voted aye. The motion carried.

16-11
DECEMBER
FINANCIAL
REPORT

Mrs. Adair moved, seconded by Mr. Frola, that line item #1110 Salaries be reduced by \$76,615 and that \$76,615 be added to line item #1410 Public Employees Retirement System; that line item #1110 Salaries be reduced by \$2,180 and that \$2,180 be added to line item #1450 Medicare; that line item #2199 Supplies for Resale be reduced by \$840 and that \$840 be added to line item #2210 Supplies & Parts – Maintenance; that line item #2199 Supplies for Resale be reduced by \$620 and that \$620 be added to line item #2211 Supplies & Parts – Custodial; and that line item #7110 Dues & Memberships be reduced by \$1,101 and that \$1,101 be added to line item #7260 Property Taxes – Peninsula Library.

The roll call vote followed: Mrs. Adair, Ms. Darlington, Mr. Frola, Mr. Rich, and Mr. Weber all voted aye. The motion carried.

16-12
ADJUSTMENTS TO
APPROPRIATIONS

Ms. Scarpitti presented the donor/gift list and reported that in November and December the Library received \$1,305.72 in monetary donations. In addition, there were five pages of material donations.

Mr. Frola moved, seconded by Mrs. Adair, acceptance of the donor/gift list with great appreciation. The roll call vote followed: Mrs. Adair, Ms. Darlington, Mr. Frola, Mr. Rich, and Mr. Weber all voted aye. The motion carried.

16-13
DONOR/GIFT LIST

Ms. Scarpitti presented the investment reports for November and December.

[The investment reports are appended to the minutes.]

Ms. Scarpitti presented a resolution authorizing the Fiscal Officer to receive advances of the real estate taxes for tax year 2015, payable in 2016.

Mrs. Adair moved, seconded by Mr. Frola, adoption of the resolution. The roll call vote followed: Mrs. Adair, Ms. Darlington, Mr. Frola, Mr. Rich, and Mr. Weber all voted aye. The motion carried.

16-14
RESOLUTION
AUTHORIZING
ADVANCES OF
TAXES

Lisa Peercy, Human Resources Director, presented the Personnel Report for January 2016. She stated there were no changes to the report since its mailing.

AKRON-SUMMIT COUNTY PUBLIC LIBRARY
Personnel Report – January 2016

RESIGNATIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Alleman, Michelle	Branch Manager	01.15.16	Firestone Park
Burrier, Donald	Substitute Librarian	12.20.15	Public Services
DeCardenas, Simone	Clerical Assistant	12.29.15	Magazines & Newspapers
Musick, Amy	Student Assistant	01.04.16	Firestone Park

SELECTIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Butler, Kalli	Student Assistant	01.18.16	Ellet
Cherfan, Charbel	Public Service Assistant part-time	12.21.15	Firestone Park
Jackson, Crystal	Shelver	12.14.15	Culture/AV
Jones, Tyler	Substitute Public Service Assistant	12.03.15	Public Services
Joyner, Alexandria	Student Assistant	01.19.16	Firestone Park
Kannai, Alshina	Student Assistant	12.21.15	Northwest Akron
Krukemeyer, Abby	Student Assistant	01.04.16	Tallmadge
Metz, Faith	Student Assistant	01.04.16	Tallmadge
Misch, Janice	Substitute Librarian	01.27.16	Public Services
Romito, Ann	Akron Police Officer	12.14.15	Akron Police Department
Schaefer, Kathy	Substitute Librarian	01.27.16	Public Services
Slutz, Mark	Substitute Librarian	01.27.16	Public Services
Trace, David	Substitute Librarian	01.27.16	Public Services
Wypasek, Timothy	Akron Police Officer	12.14.15	Akron Police Department

CHANGE OF STATUS: (Promotion)

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Turley, Breanna	Student Assistant (1/1) \$8.10/hr		Tallmadge
	Public Service Assistant II part-time (7/1) \$13.18/hr	12.21.15	Firestone Park

Schall, Emily	Student Assistant (1/1) \$8.10/hr		Ellet
	Public Service Assistant II part-time (7/1) \$13.18/hr	12.21.15	Portage Lakes
Walker, Ashlyn	Shelver (2/1) \$8.69/hr		Science & Technology
	Clerical Assistant (3/1) \$11.02/hr	01.04.16	Magazines & Newspapers

CHANGE OF STATUS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Elliott, Alexandra	Public Service Assistant II part-time		North Hill
	Public Service Assistant II full-time	01.18.16	same

NUMBER OF STAFF MEMBERS

	<u>01.12.13</u>	<u>01.14.14</u>	<u>01.16.15</u>	<u>01.19.16</u>
Full-Time Staff:	262	256	247	248
Part-Time/Job-Share Staff:	35	44	48	50
Student Assistants:	88	84	77	82
Total number of Staff:	385	384	372	380
Full-Time Equivalents	294	292	284	284

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. Frola moved, seconded by Mrs. Adair, adoption of the Personnel Report. The roll call vote followed: The roll call vote followed: Mrs. Adair, Ms. Darlington, Mr. Frola, Mr. Rich, and Mr. Weber all voted aye. The motion carried. 16-15 PERSONNEL REPORT

Mr. Jennings announced the 9th Annual Family Reading Festival will be held at Main Library on Saturday, February 6. He reported that over 25 community organizations will be sharing information and providing activities with Children and Books (formerly First Book Greater Akron) again providing every child in attendance with a book. DIRECTOR'S REPORT 9th ANNUAL READING FESTIVAL

Mr. Jennings said the popular Jim Gill will return for his ninth year on the festival stage, and the Weathervane Chanticleers and Coventry High School Jazz Ensemble will be the local performers this year. Curious George and Minion look-alikes will be here for picture taking along with Paws, the Library's lion cub mascot. Program partners include Akron Children's Hospital and Giant Eagle.

Mr. Jennings reported that the Library has begun the process of looking at possible locations for a satellite branch in the Springfield-Lakemore community. Leasing retail space in the Lakemore Plaza has been the working concept since this idea originated prior to the recession in 2009, but other possible locations will be considered. SPRINGFIELD-LAKEMORE BRANCH LIBRARY

The process for establishing this facility will have a number of steps and components this year. Among those are the following:

- Identifying, negotiating, and obtaining space for the facility
- Obtaining Board approval of lease for the space
- Building and storing the collection (thousands of books, audio, video titles)
- Cataloging and preparing that collection for use
- Planning layout and function of space
- Obtaining permits and making any necessary improvements to the space
- Purchasing furnishings and equipment
- Arranging fiber connection to our computer network and installing technology resources
- Hiring manager and staff to work at new facility

The goal is to open this satellite facility sometime during the last quarter of 2016.

Mr. Rich stated there were no Committee Reports.

Mr. Rich stated there were no reports from Senior Staff.

There being no further business, Mr. Rich adjourned the meeting at 5:28 pm. ADJOURNMENT

President

Secretary