

AKRON-SUMMIT COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
JULY 28, 2016
FLORA FENTON COMMUNITY ROOM
NORDONIA HILLS BRANCH LIBRARY

President William D. Rich called the meeting of the Board of Trustees of the Akron-Summit County Public Library to order at 4:00 pm at the Nordonia Hills Branch Library. The following members of the Board answered the roll call: Lolita Adair, James D. Casey, John Frola, Jr., William D. Rich, Bernard Rochford and Ray Weber. Jill Darlington was absent. Present from Library staff were David Jennings, Michelle Scarpitti, Carla Davis, Vickie King, Dominique Hastings, Eileen Herbert, Pam Hickson-Stevenson, Stephanie Jolliff, Patrick Manning, Patty Marsh, Lisa Peercy, Carl Roxbury, Val Sherman, and Barb White. Public attendee: Charly Murphy.

Mr. Rochford moved, seconded by Mrs. Adair, to adopt the agenda for the July 28, 2016 meeting. The roll call vote followed: Mrs. Adair, Mr. Casey, Mr. Frola, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion carried. 16-55
AGENDA

Mrs. Adair moved, seconded by Mr. Frola, to adopt the minutes of the June 30, 2016 meeting. The roll call vote followed: Mrs. Adair, Mr. Frola, Mr. Rich, and Mr. Rochford all voted aye. Mr. Casey and Mr. Weber abstained. The motion carried. 16-56
JUNE MEETING
MINUTES

Mr. Rich welcomed the Board's newest member, James D. Casey. He also expressed appreciation to Patrick Manning, Branch Manager, and the Nordonia Hills staff for hosting the July board meeting. PRESIDENT'S
REMARKS

Michelle Scarpitti, Fiscal Officer, presented the Executive Summary and the Financial Reports for June.

[The financial report is appended to the minutes.]

After discussion Mr. Rochford moved, seconded by Mr. Frola, approval of the June 2016 financial report. The roll call vote followed: Mrs. Adair, Mr. Casey, Mr. Frola, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion carried. 16-57
JUNE
FINANCIAL
REPORT

Ms. Scarpitti presented the donor/gift list and reported that in June the Library received \$5,040 in monetary donations and three and one-half pages of materials donations. Mr. Jennings noted the large donation of 6,200 mint condition classical CDs donated by the estate of Mr. John Ross, who was Vice President and General Council at Goodyear.

Mrs. Adair moved, seconded by Mr. Weber, acceptance of the June 2016 Donor/gift list with great appreciation. The roll call vote followed: Mrs. Adair, Mr. Casey, Mr. Frola, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion carried. 16-58
DONOR/GIFT LIST

Ms. Scarpitti presented the investment report for June 2016.

[The investment report is appended to the minutes.]

Ms. Scarpitti presented the report Adjustments to the General Fund Budget. 16-59
 Mrs. Adair moved that line item #5710 be deducted by \$4,790 to be placed into line ADJUSTMENTS TO
 item #3420, and a deduction of \$30,000 from line item #5565 to be placed into line APPROPRIATIONS
 item #2114, seconded by Mr. Rochford. The roll call vote followed: Mrs. Adair, Mr.
 Casey, Mr. Frola, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion
 carried.

Lisa Peercy presented the July 2016 Personnel Report. She stated there had not
 been any changes since it was sent to the Board.

**AKRON-SUMMIT COUNTY PUBLIC LIBRARY
 Personnel Report – July 2016**

RESIGNATIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Eshun, Deborah	Student Assistant	07.07.16	Goodyear
Liederbach, Constance	Student Assistant	06.25.16	Nordonia Hills

SELECTIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Anderson, Anthony	Student Assistant	07.11.16	Odom
Nolan, Akaysha	Student Assistant	07.11.16	Maple Valley

TRANSFER:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Bowen, Gerri	Early Childhood Librarian		Kenmore
	Same	07.04.16	Firestone Park

CHANGE OF STATUS: (Promotion)

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
VanDerlin, Brooke	Public Service Assistant II job-share 7/2 (\$13.71)		Tallmadge
	Early Childhood Librarian job-share 11/1 (\$19.56)	07.25.16	Highland Square

NUMBER OF STAFF MEMBERS

	<u>01.21.09</u>	<u>07.11.14</u>	<u>07.17.15</u>	<u>07.20.16</u>
Full-Time Staff:	295	255	245	258
Part-Time/Job-Share Staff:	71	47	45	53
Student Assistants:	90	81	83	79
Total number of Staff:	456	383	371	390
Full-Time Equivalents	346	292	282	297

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 Mr. Weber, to adopt the Personnel Report. The roll call vote followed: Mrs. Adair, Mr. Casey, Mr. Frola, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion carried.

16-60
PERSONNEL REPORT

Mr. Jennings presented a report that included a mid-year assessment on how the Library is doing with the ten promises made to voters during the levy campaign of May, 2015. These ten objectives essentially have shaped the Library's organizational plan for 2016. Progress is shown with a check mark for a completed objective. As of mid-July, six objectives have check marks already, with three more on track for completion this fall.

DIRECTOR'S REPORT
ASCPL 2016 MID-YEAR

Restoring Function and Capacity

- ✓ Restore summer Sunday hours at Main Library and Wednesday branch hours.

Wednesday hours at branches once again are the same as M, T, and Th: 10 am to 8 pm. Main is open Sundays in summer, 2016.

- ✓ Fill selected vacant positions to ensure appropriate staffing levels.

Fifteen positions have been filled at branches, along with the long vacant Downtown Services Manager position.

- ✓ Significantly increase levels of book and A-V purchases, including a larger e-book collection.

Materials budget has been increased by over \$500,000 in 2016, enabling purchase of more items in all formats, including more e-content through Overdrive and Hoopla. All are now available through the Library's mobile app.

Investing in Infrastructure

- ✓ Maintain and upgrade technology to accommodate network needs and mobile users.

System-wide upgrade to WiFi capacity and speed completed in July, with additional capacity being added to desktop computers throughout system.

UPGRADE TO
TECHNOLOGY

- Return to a timely standard of excellent care of facilities and grounds.

Increase of over \$350,000 in budget for building and site repair, plus increases in grounds keeping, furniture, and equipment, will enable cooling tower replacement and completion of many smaller projects. Carpet has been replaced in Ellet and Nordonia Hills meeting rooms, with Green to follow in August.
Fall completion

CARE OF FACILITIES
AND GROUNDS

Providing New and Enhanced Services

- Make free online tutoring help available for any student with library card. TUTOR.COM

Have subscribed to Tutor.com, and it will be available in August.
August completion

- ✓ Provide streaming media service to our customers.

Hoopla is now available, with streaming movies and audio, plus more e-books for our customers. HOOPLA

- Provide digital devices at all locations for student use.

With schools moving toward digital textbooks, making the devices students use in school available for their use in our buildings is key to avoiding a secondary digital divide. No progress yet. DIGITAL DEVICES

- ✓ Strengthen support for microbusiness and workforce development.

Through a Knight Foundation grant, the Microbusiness Center at Main Library officially opened in April, 2016. The accompanying maker space, the TechZone@Main has also opened, incorporating the resources, equipment, and digital media training of the Akron Digital Media Center into this space. Lynda.com is also now available, offering a broad array of online training and learning experiences. TECHZONE@MAIN

- Establish satellite facility in the underserved Springfield/Lakemore community.

The Library is close to identifying and negotiating use of space, and will be creating a collection, obtaining shelving and furnishings, installing technology, then hiring staff with goal of opening for service in the last quarter of 2016 or in early 2017. SPRINGFIELD-
LAKEMORE UPDATE
Late fall, or early 2017 completion

**REPORT OF THE BUILDING AND GROUNDS COMMITTEE MEETING
NORDONIA HILLS BRANCH LIBRARY
JULY 28, 2016**

COMMITTEE MEETING

On Thursday, July 28, 2016, the Buildings and Grounds Committee met in the Community Room at the Nordonia Hills Branch Library. The meeting was called to order at 3:34 pm by Committee chair Lolita Adair. Also present were committee members William D. Rich and John Frola, plus Library staff David Jennings, Carl Roxbury and Patrick Manning, and community member Charly Murphy.

Prior to the meeting, Mr. James D. Casey, new Board member, was sworn into this position by Lolita Adair.

SWEARING IN
JAMES D. CASEY

Mr. Frola moved to adopt the agenda as distributed, and all committee members present voted aye.

Mr. Jennings presented a variety of information comparing spaces as Tri-County Plaza and the former Boyer School as proposed locations for the satellite location for the Springfield-Lakemore community. In comparing the locations in a number of ways, Mr. Jennings recommended the plaza site as a place where the library could establish an open floor plan that is key to providing services. During the discussion Mr. Frola noted the construction of the ‘Spartan Trail’ that will enable pedestrian traffic from the schools to the plaza location. Following discussion Mr. Rich moved to authorize Mr. Jennings to enter negotiations to lease space in the Tri-County Plaza for a satellite facility and bring a proposed lease back to the board for approval. Mr. Frola seconded the motion. Prior to the vote on the motion, committee member Ray Weber arrived. All committee members voted aye and this comes as a recommendation to the board.

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

16-61
NEGOTIATIONS
SPRINGFIELD-
LAKEMORE
LOCATION

The committee meeting was adjourned at 3:50 pm.

Carla Davis presented a flyer announcing the speakers of the Library’s Main Event Speaker Series for Autumn 2016. She reported Bob Ethington, Manager of Culture/AV is presenting a slate of four speakers featuring prominent voices from the worlds of literature, the arts, politics and journalism. Ms. Davis announced that Geekfest, which is a mini-comicon, will be held August 6. She also announced that at the end of the month, the Ohio Genealogy Society will be presenting “Our Ancestors from Europe.”

With no further business, Mr. Rich adjourned the meeting at 4:55 pm.

REPORT FROM SENIOR
STAFF

President

Secretary