

AKRON-SUMMIT COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
REGULAR MEETING  
AUGUST 25, 2016  
COMMUNITY ROOM, GREEN BRANCH LIBRARY

President William D. Rich called the meeting of the Board of Trustees of the Akron-Summit County Public Library to order at 4:10 pm at the Green Branch Library. The following members of the Board answered the roll call: Lolita Adair, James D. Casey, Jill Darlington, William D. Rich, Bernard Rochford and Ray Weber. John Frola, Jr. was absent. Present from Library staff were David Jennings, Michelle Scarpitti, Carla Davis, Vickie King, Eileen Herbert, Pam Hickson-Stevenson, Stephanie Jolliff, Patty Marsh, Lisa Peercy, Carl Roxbury, Val Sherman and Sherry Swisher. Public attendees were Charly Murphy and Robert Shutte.

Mr. Rochford moved, seconded by Mrs. Adair, to adopt the agenda for the August 25, 2016 meeting. The roll call vote followed: Mrs. Adair, Mrs. Darlington, Mr. Casey, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion carried. 16-62  
AGENDA

Mrs. Adair moved, seconded by Mr. Rochford, to adopt the amended minutes (to reflect the swearing in of Mr. Casey) of the July 28, 2016 meeting. The roll call vote followed: Mrs. Adair, Mrs. Darlington, Mr. Casey, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion carried. 16-63  
JULY MEETING  
MINUTES

Mr. Rich expressed appreciation to the Green Branch staff for hosting the August board meeting. Mr. Jennings introduced Sherry Swisher, Green Branch Manager and also expressed appreciation. PRESIDENT'S  
REMARKS

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

[The financial report is appended to the minutes.]

After discussion Mrs. Adair moved, seconded by Mrs. Darlington, approval of the July 2016 financial report. The roll call vote followed: Mrs. Adair, Mrs. Darlington, Mr. Casey, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion carried. 16-64  
JULY  
FINANCIAL  
REPORT

Ms. Scarpitti presented the donor/gift list and reported that in July the Library received \$615 in monetary donations and three and one-half pages of materials donations.

Mrs. Adair moved, seconded by Mr. Rochford, acceptance of the July 2016 donor/gift list with great appreciation. The roll call vote followed: Mrs. Adair, Mrs. Darlington, Mr. Casey, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion carried. 16-65  
DONOR/GIFT LIST

Ms. Scarpitti presented the investment report for July 2016.

[The investment report is appended to the minutes.]

Lisa Peercy, Human Resources Director, presented the August 2016 Personnel Report. She stated there was a correction to the report. The corrected report is below.

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

**RESIGNATIONS:**

<b><u>Employee</u></b>	<b><u>Classification</u></b>	<b><u>Date</u></b>	<b><u>Agency</u></b>
Balis, Meghan	Student Assistant	08.16.16	Nordonia Hills
Buchbinder, Danielle	Student Assistant	08.10.16	Odom
Calvin, Alexandra	Student Assistant	08.10.16	Tallmadge
Chasar, Addam	Maintenance Worker	08.19.16	Facilities Services
Cherfan, Charbel	Public Service Assistant II part-time	08.19.16	Firestone Park
Cooke, Sean	Student Assistant	08.03.16	Fairlawn-Bath
Hentosz, Brittany	Public Service Assistant II job-share	08.05.16	Maple Valley
Joyner, Alexandria	Student Assistant	08.18.19	Firestone Park
Leeds Richman, Jessica	Student Assistant	08.13.16	Magazines & Newspapers
Segal, Melinda	Substitute Librarian	08.10.16	Public Services

**SELECTIONS:**

<b><u>Employee</u></b>	<b><u>Classification</u></b>	<b><u>Date</u></b>	<b><u>Agency</u></b>
Goldstein, Carrie	Shelver	08.15.16	Culture/AV
Gunsch, Andrew	Systems Support Technician	08.15.16	Information Technology
Jordon, Kate	Student Assistant	08.22.16	Tallmadge
Miraglia, Lindsay	Shelver	08.15.16	Culture/AV
Noland, Dakota	Student Assistant	08.22.16	Firestone Park

**TRANSFER**

<b><u>Employee</u></b>	<b><u>Classification</u></b>	<b><u>Date</u></b>	<b><u>Agency</u></b>
Sykes, Rozsa	Student Assistant		Odom
	Student Assistant	08.22.16	Firestone Park

**CHANGE OF STATUS: (Promotion)**

<b><u>Employee</u></b>	<b><u>Classification</u></b>	<b><u>Date</u></b>	<b><u>Agency</u></b>
Fondriest, Samantha	Substitute Public Service Assistant I 6/1 (\$13.19/hr)		Public Services
	Public Service Assistant II 7/1 (\$13.51/hr)	08.08.16	Kenmore

Merzweiler, Nicole	Public Service Assistant II part-time (7/2) \$13.71/hr		Science & Technology
	Technical Service Assistant (6/4) \$13.79/hr	08.01.16	Technical Service Assistant

**NUMBER OF STAFF MEMBERS**

	<u>01.21.09</u>	<u>08.13.14</u>	<u>08.19.15</u>	<u>08.18.16</u>
Full-Time Staff:	295	256	244	262
Part-Time/Job-Share Staff:	71	46	47	50
Student Assistants:	90	78	89	75
Total number of Staff:	456	380	380	387
Full-Time Equivalents	346	291	284	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. Casey moved, seconded by Mr. Weber, to adopt the amended 16-66  
 Personnel Report. The roll call vote followed: Mrs. Adair, Mrs. Darlington, Mr. PERSONNEL REPORT  
 Casey, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion carried.

Mr. Jennings reported the Library’s summer reading and wellness DIRECTOR’S REPORT  
 program, Mind, Body & Sole, concluded in early August. In the fifth year of MIND, BODY & SOLE  
 combining reading and wellness activity, almost 9,000 people participated in the  
 eight-week program. A record number of those participants, 4,094, engaged in  
 both reading and wellness activity for 26 days each. Over 3,700 MB&S t-shirts  
 were distributed to those completing both parts of the program. Additionally, Mr.  
 Jennings reported the Library had 4,765 participants who read for 10 days, and  
 1,900 who read for 50 days.

Mr. Jennings reported this program takes place at all locations and  
 involves staff everywhere. He thanked all staff for the efforts that made Mind,  
 Body, & Sole a success. He also gave special recognition to Carrie Burrier and the  
 YSO staff who coordinate all things summer reading, and whose offices are  
 transformed into a T-shirt warehouse each summer.

Mr. Jennings stated that through the collaborative efforts of the Marketing EMAIL MARKETING  
 and IT staff, the Library recently sent an inaugural email blast to over 80,000  
 Library customers for whom an email address was on file. After eliminating  
 incorrect addresses and those who opted out of receiving the email, about 71,000  
 Library users currently receive the email blasts.

Mr. Jennings reported the most recent August E-News message  
 highlighted new and notable additions to the Library collection, Geekfest at Main,  
 author Amanda Flowers at Tallmadge, the genealogy program about European  
 ancestors in Special Collections, and online learning via Lynda.com. This message  
 also provided links to the Library events calendar, catalog, and the cardholder’s  
 account.

The message was opened by over 19,000 recipients, or 27.4% of those to whom the email was sent. Over 1,000 of those who opened the email clicked through to one of those components mentioned above, with almost half showing interest in Lynda.com. Staff will continue to monitor the response to the monthly E-News messages, adjusting for incorrect addresses.

The Library views this as a huge step forward in the ability to communicate with Library customers and to make them aware of the resources, programs, and services offered. Additionally, by asking recipients to note interest in branch locations, an email list for each branch will be created. With these lists, each branch's staff will be able to produce email messages tailored to their specific branch and community.

Mr. Jennings reported that the Library has engaged with the Tri-County Plaza architect and construction manager in order to produce drawings for the leased space at the plaza. Once those drawings are complete, the Library can arrive at an estimate of the plaza's build-out costs that will then be included in the lease of the space. Mr. Jennings hopes to have a draft lease for the Buildings & Grounds Committee prior to the September Board meeting.

SPRINGFIELD/  
LAKEMORE UPDATE

**REPORT OF THE BUILDING AND GROUNDS COMMITTEE MEETING  
GREEN BRANCH LIBRARY  
AUGUST 25, 2016**

COMMITTEE MEETING

*On Thursday, August 25, 2016, the Buildings and Grounds Committee met in the Community Room at the Green Branch Library. The meeting was called to order at 3:20 pm by Committee chair Lolita Adair. Also present were committee members William D. Rich, Ray Weber, and Board member Jill Darlington. Library staff members David Jennings, Michelle Scarpitti, Pam Hickson-Stevenson, and Carl Roxbury. Also present was community member Charly Murphy.*

*First on the Agenda was a possible new tenant for the Café space at Main Library. Mr. Jennings introduced Charly Murphy, owner of the Stray Dog Cart to talk about his existing food business and his proposed ideas for the space at Main Library. Following discussion, Mr. Rich moved to recommend approval of the draft lease with changes in Section 3.2 renewal to CWM Enterprises, LLC. Mr. Weber seconded, all committee members present voted aye. Mr. Rich noted that the changes to paragraph 3.2 clarified that there is a right to a single renewal on the part of the lessee rather than multiple renewals. This comes as a recommendation to the Board.*

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

16-67  
CAFÉ LEASE AND NEW  
TENANT

*Second on the Agenda, Mr. Jennings discussed his engagement with the City of Akron about Main Library parking. Following discussion, the committee agreed with Mr. Jennings' approach with the city and expressed optimism that he could return to the committee in September with a draft memorandum of understanding with the City of Akron to subsidize parking at Main Library. The committee meeting was adjourned at 4:10 pm.*

Marketing Communications Director Carla Davis informed the Board about three major upcoming programs at Main Library: Author Steve Love and former Akron Mayor Don Plusquellic on September 10, jazz pianist Joe Augustine on September 25 and November 6, and the Main Event Series that includes Sarah Vowell, Rob Sheffield, Billy Collins, and Jamaal May.

REPORT FROM  
ADMINISTRATIVE  
STAFF

Mr. Rich announced there was one request, from Robert Shutte, for public participation. Mr. Shutte commented positively on several aspects of Library operations.

PUBLIC  
PARTICIPATION

Mr. Rochford noted, with sorrow, the unexpected passing of County Executive Russ Pry and acknowledged his role as an active member of the Library's Board of Trustees and a stalwart supporter of the Library.

RUSS PRY

With no further business, Mr. Rich adjourned the meeting at 4:45 pm.

ADJOURNMENT

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President

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Secretary