

AKRON-SUMMIT COUNTY PUBLIC LIBRARY  
 BOARD OF TRUSTEES  
 REGULAR MEETING  
 JUNE 27, 2019  
 NORDONIA HILLS BRANCH LIBRARY

President James Casey called the meeting of the Board of Trustees of the Akron-Summit County Public Library to order at 4:03 pm in the community room of the Nordonia Hills Branch Library.

Mr. Casey administered the Ohio public library trustee oath of office to Angela Neeley at 4:05 pm.

The following members of the board answered the roll call: James Casey, Jill Darlington, Angela Neeley, Bill Rich, and Ray Weber. Absent were John Frola, Jr., and Bernie Rochford. Present from Library staff were Pam Hickson-Stevenson, Michelle Scarpitti, Carrie Burrier, Andrea Cowgar, Carla Davis, Cheryl Engel, Katie Hughes, Stephanie Jolliff, Pat Manning, Patty Marsh, Lisa Peercy, Carl Roxbury, Val Sherman, and Barb White.

Mr. Casey asked for any changes to the agenda. Mr. Rich moved, seconded by Mr. Weber, to adopt the agenda. The roll call vote followed: Mr. Casey, Mrs. Darlington, Ms. Neeley, Mr. Rich, and Mr. Weber all voted aye. The motion carried. 19-56  
 AGENDA

Mr. Weber moved, seconded by Mrs. Darlington, to adopt the minutes of the May 30 meeting. The roll call vote followed: Mr. Casey, Mrs. Darlington, and Mr. Weber all voted aye. Ms. Neeley and Mr. Rich abstained. The motion carried. 19-57  
 MAY  
 BOARD MINUTES

Mr. Casey reported on the 50<sup>th</sup> anniversary celebration of the Norton branch that he and Ms. Hickson-Stevenson attended. He stated it was nicely done, well-attended, and featured a presentation on the history of the branch. PRESIDENT'S  
 REMARKS

Ms. Scarpitti, Fiscal Officer, presented the Executive Summary and the financial report for May 2019. She stated that the Library has received the first half homestead and rollback payment of \$671,535 and the final 2017-2018 e-Rate disbursement of \$62,687. MAY 2019  
 FINANCIAL  
 REPORT

Mr. Rich moved, seconded by Mr. Weber, to adopt the May 2019 financial report. The roll call vote followed: Mr. Casey, Mrs. Darlington, Ms. Neeley, Mr. Rich, and Mr. Weber all voted aye. The motion carried. 19-58  
 ADOPTION OF  
 MAY FINANCIAL  
 REPORT

Ms. Scarpitti presented the donor/gift list. She highlighted a \$250 donation for the summer reading program and reported there were slightly more than three pages of material donations. The list also showed acknowledgment of in-kind donations to particular branches or programs. Mr. Rich moved, seconded by Mr. Weber, to accept the donor/gift list with great appreciation. The roll call vote followed: Mr. Casey, Mrs. Darlington, Ms. Neeley, Mr. Rich, and Mr. Weber all voted aye. The motion carried. 19-59  
 ACCEPTANCE OF  
 DONOR/GIFT LIST

Ms. Scarpitti stated that the Library had received \$15,279.87 in interest in the last month; approximately 86% of that was credited to the General Fund. INVESTMENT  
 REPORT

(The financial reports are appended to the minutes.)

Ms. Scarpitti requested approval to submit the 2020 Alternative Tax Budget. 19-60  
 Mr. Rich moved, seconded by Mr. Weber, to approve the alternative budget. The roll ALTERNATIVE  
 call vote followed: Mr. Casey, Mrs. Darlington, Ms. Neeley, Mr. Rich, and Mr. Weber TAX BUDGET  
 all voted aye. The motion carried.

Ms. Peercy, Human Resources Director, presented the Personnel Report for  
 May 2019. Ms. Peercy stated that there were no changes to the report since it had been  
 issued.

**AKRON-SUMMIT COUNTY PUBLIC LIBRARY  
 Personnel Report – June 2019**

**RESIGNATIONS:**

<b><u>Employee</u></b>	<b><u>Classification</u></b>	<b><u>Date</u></b>	<b><u>Agency</u></b>
Byler, Madison	Student Assistant	06.08.19	Ellet
Califra, Bill	System Support Specialist	06.28.19	Information Technology
Davis, Ellen	Student Assistant	08.06.19	Northwest Akron
Kartler, Marissa	Student Assistant	05.31.19	Ellet
Nevel, Storm	Public Service Assistant II	06.14.19	Northwest Akron
Njegovan, Caleb	Student Assistant	05.21.19	Springfield-Lakemore

**SELECTIONS:**

<b><u>Employee</u></b>	<b><u>Classification</u></b>	<b><u>Date</u></b>	<b><u>Agency</u></b>
Bell, Mikayla	Student Assistant	05.28.19	Nordonia Hills
Black, Christopher	Maintenance Worker	06.10.19	Facilities Services
Calabrese, Grace	Student Assistant	06.10.19	Nordonia Hills
Hickle, Carley	Student Assistant	05.28.19	Mogadore
Miller, Kierstin	Student Assistant	06.10.19	Ellet
Moore, Kirsten	Student Assistant	05.28.19	Ellet
Overfield, Kara	Early Childhood/Intermediate Librarian	06.10.19	Tallmadge
Stump, Thomas	Maintenance Assistant	06.10.19	Facilities Services
Tran, Alexander	Student Assistant	05.28.19	Children’s Library
Ward, Benjamin	Student Assistant	06.10.19	Springfield-Lakemore

**CHANGE OF STATUS:**

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Bastock, Noah	Public Service Assistant II PT	06.17.19	Northwest Akron
	Public Service Assistant II FT		same
VonStein, Lindsey	Public Service Assistant II PT	06.03.19	Kenmore
	Public Service Assistant II FT		same

**TRANSFER:**

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
McAfee, Aurora	Intermediate/Teen Librarian	07.01.19	Odom
	Intermediate/Teen Librarian		Mogadore
Spore, Rosemary	Public Service Assistant II	06.17.19	Fairlawn/Bath
	Public Service Assistant II		Springfield-Lakemore

**CHANGE OF CLASSIFICATION:**

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Elavsky, Lori	Material Processor	05.21.19	Technical Services
	FMLA w/o pay		
Elavsky, Lori	FMLA w/o pay	05.23.19	Technical Services
	Material Processor		

**SEPARATION OF EMPLOYMENT:**

**(Involuntary Separation)**

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Hickman, Mary	Branch Manager	05.30.19	Kenmore

**NUMBER OF STAFF MEMBERS**

	<u>06.16.09</u>	<u>06.09.10</u>	<u>06.17.17</u>	<u>06.20.18</u>	<u>06.17.19</u>
Full-Time Staff:	291	270	260	276	277
Part-time/Job-Share Staff:	68	54	52	47	46
Student Assistants:	86	73	77	76	78
Total number of Staff:	445	397	389	399	401
Full-Time Equivalents	339	307	298	310	311

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. Weber moved, seconded by Mr. Rich, to adopt the May 2019 19-61  
 Personnel Report. The roll call vote followed: Mr. Casey, Mrs. Darlington, Ms. MAY 2019  
 Neeley, Mr. Rich, and Mr. Weber all voted aye. The motion carried. PERSONNEL REPORT

Ms. Hickson-Stevenson reported that the Ohio Library Council has requested boards of Ohio's public libraries to adopt a resolution thanking the Ohio Senate for increasing the Public Library Fund to 1.7% of the total General Revenue Fund in House Bill 166 and urging the Ohio House of Representatives and the Ohio Governor to maintain the provision in the final budget bill. She also noted that Michelle Francis, formerly the OLC Director of Government and Legal Services, has been selected as the new OLC Executive Director following Doug Evans' retirement.

DIRECTOR'S REPORT:  
HB 166 PUBLIC LIBRARY  
FUND RESOLUTION

Mr. Rich moved, seconded by Mr. Weber, that the board adopt the resolution. The roll call vote followed: Mr. Casey, Mrs. Darlington, Ms. Neeley, Mr. Rich, and Mr. Weber all voted aye. The motion carried.

19-62  
ADOPTION OF  
RESOLUTION

Ms. Hickson-Stevenson shared that another e-publisher has changed their model of doing business with public libraries. Ms. Hickson-Stevenson shared an e-mail sent by Valerie Sherman, Collection Development Coordinator, to Blackstone Audio and also the company's response to her questions about their announced embargo. Vendors, perhaps such as Audible, who have contracts with the e-publishers will have access immediately but libraries will not. Public libraries strive to provide access to everyone so when information and e-content are limited to people who can afford to purchase it, or there is a 90-day embargo (such as enacted by Blackstone) on access via public libraries, librarians and library supporters react negatively. The actions of e-publishers have also affected public libraries negatively because pricing for e-content is both uneven and unfair. Ms. Hickson-Stevenson wanted the board to know about this latest issue because it will affect the community. The American Library Association is working on a strategy to address the issue.

E-PUBLISHER  
EMBARGOS  
AND PRICING

Ms. Hickson-Stevenson shared copies of the 2018 Annual Report that was just completed. She offered thanks and kudos to the Marketing and Communications staff. This year's report followed the trend of using infographics. These were featured, with fun information, on the front, and the more traditional information was presented on the reverse. Marketing has also included a high-level overview of the strategic plan and the new core values. The report was designed by Kyle Creighton, Graphic Designer.

2018 ANNUAL  
REPORT

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

BUILDINGS & GROUNDS  
COMMITTEE REPORT

#### REPORT OF BUILDINGS AND GROUNDS COMMITTEE MEETING NORDONIA HILLS BRANCH, JUNE 27, 2019

*The Buildings & Grounds Committee met Thursday, June 27, 2019, in the Community Room of the Nordonia Hills Branch Library. Committee Chair Ray Weber called the meeting to order at 3:42 pm with committee members Ray Weber and James Casey attending. Pam Hickson-Stevenson, Carl Roxbury, Barb White, and Michelle Scarpitti of the Library staff were also present.*

*Mr. Casey moved for the adoption of the agenda as presented. Mr. Weber seconded the motion. All committee members present voted aye.*

*In the first order of business, Ms. Hickson-Stevenson and Mr. Roxbury presented the results of public bidding for the Green Branch Library parking lot paving project. After discussion, Mr. Casey moved to award the contract for the project to the low bidder, Barbicas Construction, for the sum of \$ 190,234.80, which includes the alternate package. Mr. Weber seconded the motion, and all committee members present voted aye. This comes as a recommendation to the Board.*

Ms. Hickson-Stevenson stated that Carl Roxbury worked with EDG, an engineering firm, to put together the bid package, send out six bids, and review the four submitted. The firm checked the references for the low bidder, which were all positive. The company's website presents the company well and highlights other work done. The alternate package addresses the issue of widening the entrance to the driveway. Barbicas came in lower than the engineering firm estimated. The Library is required to accept the lowest bid. This project was budgeted for 2019.

The roll call vote followed. Mr. Casey, Mrs. Darlington, Ms. Neeley, Mr. Rich, and Mr. Weber all voted aye. The recommendation was approved.

*Mr. Weber declared the committee meeting adjourned at 3:49 pm.*

Ms. Hickson-Stevenson and Ms. White met with representatives of Legal Aid regarding collaboration with the Library and the Summit County Court of Common Pleas. The proposed collaboration is the same as a partnership that was developed in Stark County. Legal Aid attorneys will present various courses, starting with foreclosure mediation on July 10. The Library's role in the collaboration is providing locations and promoting the events. The courses will be very helpful to the community, especially to low income families who cannot afford to pay for legal help.

There was no request for public participation.

Mr. Casey welcomed Angela Neeley, newly appointed trustee, to the board. He stated it is always great to have someone with a financial background on the board.

Mr. Casey adjourned the meeting at 4:37 pm.

19-63  
APPROVAL OF  
CONTRACTOR FOR  
GREEN BRANCH  
PAVING PROJECT

REPORTS FROM  
ADMINISTRATIVE  
TEAM:  
COLLABORATION  
WITH LEGAL AID

PUBLIC PARTICIPATION

GOOD OF THE ORDER

ADJOURNMENT

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President

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Secretary