

AKRON-SUMMIT COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR BOARD MEETING
FEBRUARY 25, 2021

President Bernard Rochford called the regular meeting of the Board of Trustees of the Akron-Summit County Public Library to order at 4:01 pm. The following members of the Board answered the roll call: James Casey, Jill Darlington, John Frola, Angela Neeley, William Rich, Bernard Rochford, and Ray Weber. Present from Library staff were Pam Hickson-Stevenson, Michelle Scarpitti, Carla Davis, Ryan McCoy, Lisa Peercy, Pam Plumley, Carl Roxbury, and Barb White.

Mr. Weber moved, seconded by Mr. Frola, to adopt the agenda. The roll call vote followed: Mrs. Darlington, Mr. Frola, Ms. Neeley, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. Mr. Casey abstained. The motion carried. 21-19
AGENDA

Mr. Rich moved, seconded by Mrs. Darlington, to adopt the minutes of the January 28, 2021 organizational meeting. The roll call vote followed: Mrs. Darlington, Mr. Frola, Ms. Neeley, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. Mr. Casey abstained. The motion carried. 21-20
JANUARY
ORGANIZATIONAL
BOARD MINUTES

Mr. Rich moved, seconded by Mr. Frola, to adopt the minutes of the January 28, 2021 regular Board meeting. There was a request to add the work “be” in the last sentence of the President’s remarks. The roll call vote followed: Mrs. Darlington, Mr. Frola, Ms. Neeley, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. Mr. Casey abstained. The motion carried 21-21
JANUARY
REGULAR BOARD
MINUTES

Mr. Rochford remarked that it feels like “COVID Groundhog’s Day” as the coronavirus pandemic continues. He asked everyone to keep up the good work. He stated it is a challenge to stay connected, but he reminded everyone that the Library is considered a valued treasure, especially during these times. PRESIDENT’S
REMARKS

Michelle Scarpitti, Fiscal Officer, presented the executive summary and financial report for January 2021. The Library received a reimbursement of \$88,648 from the Bureau of Workers Compensation. The other large revenue was the Public Library Fund distribution. She stated the Library will begin receiving advances on the Real Estate Tax Levy in February and that no advances are received in January. She highlighted several large encumbrances and expenses in Account 3310 including design and contract administration of the Nordonia Hills Branch project, management services for the Norton Branch roof project, and painting and drywall repair at Main Library to repair water leak damage.

Mr. Frola moved, seconded by Ms. Neeley, to accept the financial report for January 2021. The roll call vote followed: Mr. Casey, Mrs. Darlington, Mr. Frola, Ms. Neeley, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion carried. 21-22
JANUARY 2021
FINANCIALS

Ms. Scarpitti presented the donor/gift list for January. The Library received \$1,215.00 in monetary donations. In addition to cash donations, there was an in-kind donation for adult programming.

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

21-23
DONOR/GIFT LIST

Ms. Scarpitti presented the investment report for January 2021. She stated that the interest in January was \$1,022.47 with approximately 84% going to the General Fund.

[The investment report is appended to the minutes.]

Ms. Scarpitti then requested approval of the extension of the Consolidated Appropriations Act of 2021, allowing amendments to employee flexible spending account plans and dependent care account plans through June 2022.

Mr. Rich moved, seconded by Mr. Frola, to approve the extension. The roll call vote followed: Mr. Casey, Mrs. Darlington, Mr. Frola, Ms. Neeley, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion carried.

21-24
APPROVAL OF
CAA EXTENSION
FOR FSA & DC

Ms. Scarpitti then presented the possible new design of the financial report, including easier to understand spreadsheets and graphs. She will continue a discussion of preferences and designs at an upcoming Finance Committee meeting.

Lisa Peercy, Human Resources Director, presented the personnel report for February 2021. She stated that the report should be current with all of the Emergency Paid Sick Leaves and should be a shorter report in the future.

**AKRON-SUMMIT COUNTY PUBLIC LIBRARY
Personnel Report – February 2021**

SELECTIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Clements, Kathryn	Substitute Librarian and Substitute Public Service Assistant	12/21/2020	Public Services
McKeel, Jason	Off-Duty APD Officer	12/30/2020	Security

RESIGNATIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Davis, Gabrielle	Student Assistant	02/12/2021	Ellet
Hornyak, Nicole	Student Assistant	02/27/2021	Norton
Sykes, Rozsa	Shelver	02/19/2021	Culture & AV
Thomas, Najhe	Student Assistant	01/21/2021	Odom

SELECTIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Bethune, Deandria	Off-Duty APD Officer	01/29/2021	Security
Carmen, Grace	Student Assistant	02/17/2021	Portage Lakes
Donohue, Neil	Security Officer Part-Time	02/15/2021	Security

Dukenbuev, Askat	Substitute PSA I	02/03/2021	Subs
Johnson, Gregory	Security Officer Full-Time	02/15/2021	Security
Langenek, Grace	Student Assistant	02/17/2021	Portage Lakes
McCullough, Ian	Substitute PSA I and Librarian	02/03/2021	Subs
McDonald, Ronald	Security Officer Full-Time	02/15/2021	Security
Mortimer, Jack	Substitute PSA I	02/03/2021	Subs
Salmon, Amber	Adult Services Librarian	02/15/2021	Business, Gov., & Science

PROMOTION:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Hardy-Butler Kiana	PSA II Full-Time (7/6 - \$15.30/hr.) Adult Services Librarian (11/1 - \$20.56/hr.)	02/08/2021	Maple Valley Business, Gov., & Science
Stump, Melissa	Technical Service Assistant (6/6 - \$14.93/hr.) Adult Services Librarian (11/1/ - \$20.56 hr.)	02/08/2021	Technical Services Business Gov., & Science
Theberge, Jarett	PSA I Part-Time (6/5 - \$14.71/hr.) PSA II, Floater (7/5 - \$15.07/hr.)	02/01/2021	Circulation Public Services

CHANGE OF CLASSIFICATION (STATUS):

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Aquino, Amy	Intermediate/Teen Librarian Emergency Paid Sick Leave	11/04/2020	Kenmore
Aquino, Amy	Emergency Paid Sick Leave Intermediate/Teen Librarian	11/07/2020	Kenmore
Bach, Jessica	PSA II Emergency Paid Sick Leave	02/16/2021	Northwest Akron
Beck, Stephanie	Clerical Assistant Emergency Paid Sick Leave	02/13/2021	Collection Development
Bunce, Becky	Bookmobile Drive Unpaid FMLA	02/03/2021	Mobile Services
Burton, Chris	PSA II Emergency Paid Sick Leave	12/22/2020	Electronic Services
Burton, Chris	Emergency Paid Sick Leave PSA II	12/28/2020	Electronic Services
Carmen, Ray	PSA II Emergency Paid Sick Leave	12/09/2020	Ellet
Carmen, Ray	Emergency Paid Sick Leave PSA II	12/15/2020	Ellet

DeBenedictis, Kim	Branch Manager Emergency Paid Sick Leave	01/25/2021	Mogadore
DeBenedictis, Kim	Emergency Paid Sick Leave Branch Manager	01/28/2021	Mogadore
Doerfler, Bailey	PSA II Emergency Paid Sick Leave	01/27/2021	Mogadore
Doerfler, Bailey	Emergency Paid Sick Leave PSA II	01/30/2021	Mogadore
Dragovich, Lori	Emergency Paid Sick Leave Intermediate/Teen Librarian	01/22/2021	Norton
Elavsky, Lori	Material Processor Emergency Paid Sick Leave	01/27/2021	Technical Services
Elavsky, Lori	Emergency Paid Sick Leave Material Processor	02/03/2021	Technical Services
Elliot, Alexandra	PSA II Emergency Paid Sick Leave	12/14/2020	North Hill
Elliot, Alexandra	Emergency Paid Sick Leave PSA II	12/21/2020	North Hill
Filomena, Sarah	Acquisition Assistant Emergency Paid Sick Leave	02/15/2021	Technical Services (used less than 7.5 hours)
Filomena, Sarah	Emergency Paid Sick Leave Acquisition Assistant	02/15/2021	Technical Services
Goldstein, Carrie	Emergency Paid Sick Leave TSA	10/22/2020	Technical Services
Groen, Autumn	Emergency Paid Sick Leave Student Assistant	01/20/2021	Green
Hastings, Dominique	Supervisor II Intermittent Unpaid FMLA	02/04/2021	Payroll
Hay, Sarah	Early Childhood Librarian Emergency Paid Sick Leave	12/09/2020	Ellet
Hay, Sarah	Emergency Paid Sick Leave Early Childhood Librarian	12/15/2020	Ellet
Hay, Sarah	Early Childhood Librarian Emergency paid Sick Leave	02/17/2021	Ellet
Hobson, Drina	PSA II Emergency Paid Sick Leave	11/06/2020	Kenmore
Hobson, Drina	Emergency Paid Sick Leave PSA II	11/16/2020	Kenmore
Hughes, John	Emergency Paid Sick Leave Maintenance Supervisor	11/16/2020	Facilities
Huston, Susan	Emergency Paid Sick Leave Intermediate/Teen Librarian	10/28/2020	Nordonia Hills

James, Jessica	PSA II Emergency Paid Sick Leave	11/11/2020	Springfield-Lakemore
James, Jessica	Emergency Paid Sick Leave PSA II	11/17/2020	Springfield-Lakemore
Johnson, Rachel	PSA II Emergency Paid Sick Leave	12/02/2020	Mobile Services
Johnson, Rachel	Emergency Paid Sick Leave PSA II	12/11/2020	Mobile Services
Karson, Emily	Student Assistant Emergency Paid Sick Leave	11/24/2020	Kenmore
Karson, Emily	Emergency Paid Sick Leave Student Assistant	12/6/2020 12/15/2020	Kenmore
Keith III, Nathan	Emergency Paid Sick Leave PSA II	01/28/2021	Goodyear
Kendro, Mike	Emergency Paid Sick Leave PSA II	01/23/2021	Norton
Lamb, Kylie	PSA I Emergency Paid Sick Leave	02/08/2021	Circulation
Leslie, Elise	Emergency Paid Sick Leave Student Assistant	11/12/2020	Fairlawn-Bath
Luna, Tracy	PSA II Emergency Paid Sick Leave	12/22/2020	Highland Square
Luna, Tracy	Emergency Paid Sick Leave PSA II	12/29/2020	Highland Square
Lushbaugh, Katrina	Student Assistant Emergency Paid Sick Leave	12/09/2020	Ellet
Lushbaugh, Katrina	Emergency Paid Sick Leave Student Assistant	12/14/2020	Ellet
Martin, Dan	Bookmobile Driver Emergency Paid Sick Leave	01/25/2021	Mobile Services
Martin, Dan	Emergency Paid Sick Leave Bookmobile Driver	01/29/2021	Mobile Services
McAfee, Aurora	Intermediate/Teen Librarian Emergency Paid Sick Leave	12/07/2020	Mogadore
McAfee, Aurora	Emergency Paid Sick Leave Intermediate/Teen Librarian	12/16/2020	Mogadore
McCann, Mary	Student Assistant Emergency Paid Sick Leave	11/07/2020	Kenmore
McCann, Mary	Emergency Paid Sick Leave Student Assistant	11/12/2020	Kenmore
McGuinness, Kayla	PSA II Emergency Paid Sick Leave	10/30/2020	Green

McGuinness, Kayla	Emergency Paid Sick Leave PSA II	11/12/2020	Green
McManus, Hannah	Student Assistant Emergency Paid Sick Leave	10/17/2020	Goodyear
McManus, Hannah	Emergency Paid Sick Leave Student Assistant	10/28/2020	Goodyear
Merzweiler, Sherri	PSA II Emergency Paid Sick Leave	11/27/2020	Portage Lakes
Merzweiler, Sherri	Emergency Paid Sick Leave PSA II	12/06/2020	Portage Lakes
Mockensturm, Kathleen	Early Childhood Librarian Job-Share Early Childhood Librarian Full-Time	02/22/2021	Highland Square North Hill
Neal, Daphnie	PSA II Emergency Paid Sick Leave	12/19/2020	Business, Gov., & Science
Neal, Daphnie	Emergency Paid Sick Leave PSA II	12/28/2020	Business, Gov., & Science
Neal, Daphnie	PSA III Emergency Paid Sick Leave	02/11/2021	Goodyear
Neal, Daphnie	Emergency Paid Sick Leave PSA III	02/16/2021	Goodyear
Olexa, Lisa	Emergency Paid Sick Leave PSA II Job-Share	01/23/2021	Nordonia Hills
Overfield, Kara	Early Childhood Librarian Emergency Paid Sick Leave	02/17/2021	Tallmadge
Papa, Deb	Adult Librarian Emergency Paid Sick Leave	02/02/2021	Culture & AV
Papa, Deb	Emergency Paid Sick Leave Adult Librarian	02/09/2021	Culture & AV
Parms, Terita	PSA II Emergency Paid Sick Leave	11/24/2020	Mobile Services
Parms, Terita	Emergency Paid Sick Leave PSA II	12/05/2020	Mobile Services
Pickering, Clay	PSA II Emergency Paid Sick Leave	12/02/2020	Ellet
Pickering, Clay	Emergency Paid Sick Leave PSA II	12/15/2020 12/28/2020	Ellet
Pickup, Virginia	PSA II Emergency Paid Sick Leave	01/04/2021	Highland Square
Pickup, Virginia	Emergency Paid Sick Leave PSA II	01/16/2021	Highland Square
Popio, Mary	Adult Librarian Emergency Paid Sick Leave	02/16/2021	Collection Development

Porter, Daniel	PSA II Emergency Paid Sick Leave	12/14/2020	Goodyear
Porter, Daniel	Emergency Paid Sick Leave PSA II	12/21/2020	Goodyear
Porter, Megan	Student Assistant Emergency Paid Sick Leave	10/31/2020	Richfield
Porter, Megan	Emergency Paid Sick Leave Student Assistant	11/14/2020	Richfield
Putman, Danean	Adult Librarian Emergency Paid Sick Leave	12/06/2020	Culture & AV
Putman, Danean	Emergency Paid Sick Leave Adult Librarian	12/09/2020	Culture & AV
Quarterman, Prue	Student Assistant Emergency Paid Sick Leave	11/05/2020	Kenmore
Quarterman, Prue	Emergency Paid Sick Leave Student Assistant	11/18/2020	Kenmore
Ramey, Greta	PSA II Emergency Paid Sick Leave	01/21/2021	Business, Gov. & Science
Ramey, Greta	Emergency Paid Sick Leave PSA II	01/25/2021	Business, Gov. & Science
Ramey, Victoria	PSA II Emergency Paid Sick Leave	01/22/2021	Special Collections
Ramey, Victoria	Emergency Paid Sick Leave PSA II	01/25/2021	Special Collections
Raw, Heather	Safety Specialist Emergency Paid Sick Leave	02/15/2021	Facilities Services
Raw, Heather	Emergency Paid Sick Leave Safety Specialist	02/18/2021	Facilities Services
Riddle, Marissa	Return from continued unemployment per Medical Provider / Gov. Exec. (Order 2020-24D) Student Assistant	01/06/2021	Mogadore
Riddle, Sarah	Student Assistant Emergency Paid Sick Leave	01/22/2021	Firestone Park
Riddle, Sarah	Emergency Paid Sick Leave Student Assistant	01/26/2021	Firestone Park
Romig, Joshua	Intermediate/Teen Librarian Emergency Paid Sick Leave	01/21/2021	Firestone Park
Romig, Joshua	Emergency Paid Sick Leave Intermediate/Teen Librarian	01/25/2021	Firestone Park
Russ, Susan	Emergency Paid Sick Leave Teen Librarian	09/23/2020	Children's & Teen Library

Sample, Julianne	PSA II Emergency Paid Sick Leave	12/09/2020	North Hill
Sample, Julianne	Emergency Paid Sick Leave PSA II	12/21/2020 12/28/2020	North Hill
Savoie, Anne-Marie	Early Childhood/Intermediate Librarian Emergency Paid Sick Leave	01/25/2021	Children's & Teen Library
Savoie, Anne-Marie	Emergency Paid Sick Leave Early Childhood/Intermediate Librarian	02/15/2021	Children's & Teen Library
Scaccio, Zara	Student Assistant Emergency Paid Sick Leave	11/25/2020	Tallmadge
Scaccio, Zara	Emergency Paid Sick Leave Student Assistant	12/05/2020	Tallmadge
Shondel, Robyn	HR Generalist Emergency Paid Sick Leave	02/16/2021	Human Resources
Simboli, Brittany	PSA II Emergency Paid Sick Leave	12/07/2020	Mogadore
Simboli, Brittany	Emergency Paid Sick Leave PSA II	12/16/2020	Mogadore
Skidmore, Michael	Adult Librarian Emergency Paid Sick Leave	12/21/2020	Business, Gov. & Science
Skidmore, Michael	Emergency Paid Sick Leave Adult Librarian	12/29/2020 01/11/2021	Business, Gov. & Science
Spohn, Bruce	Emergency Paid Sick Leave Circulation Manager	01/26/2021	Circulation
Stump, Melissa	Emergency Paid Sick Leave TSA	01/23/2021	Technical Services
Thomas, June	Early Childhood Librarian Emergency Paid Sick Leave	01/27/2021	Firestone Park
Thomas, June	Emergency Paid Sick Leave Early Childhood Librarian	01/29/2021	Firestone Park
Torday, Autumn	Student Assistant Emergency Paid Sick Leave	10/27/2020	Springfield-Lakemore
Torday, Autumn	Emergency Paid Sick Leave Student Assistant	11/02/2020	Springfield-Lakemore
Vandenberg, Susan	Branch Manager Emergency Paid Sick Leave	01/21/2021	Firestone
Vandenberg, Susan	Emergency Paid Sick Leave Branch Manager	01/29/2021	Firestone
Walker, Melissa	Emergency Paid Sick Leave PSA II	02/01/2021	Firestone
Walker, Philana	System Support Technician Emergency Paid Sick Leave	02/11/2021	Information Technology

Walker, Philana	Emergency Paid Sick Leave System Support Technician	02/17/2021	Information Technology
Walters, Sedrick	PSA II Emergency Paid Sick Leave	11/06/2020	Kenmore
Walters, Sedrick	Emergency Paid Sick Leave PSA II	11/15/2020	Kenmore

NUMBER OF STAFF MEMBERS

	06.16.09	06.09.10	02.20.19	02.17.20	02.16.21
Full-Time Staff:	291	270	272	268	249
80 Hrs. Exempt					44
75 Hrs. Non-Exempt					205
Part-time/Job-Share Staff:	68	54	48	44	37
Student Assistants:	86	73	75	80	50
Total number of Staff:	445	397	395	392	336
Full-Time Equivalents	339	307	306	302	273

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. Rich moved, seconded by Ms. Neeley, to accept the Personnel Report. 21-25
 The roll call vote followed: Mr. Casey, Mrs. Darlington, Mr. Frola, Ms. Neeley, PERSONNEL
 Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion carried. REPORT

Ms. Hickson-Stevenson updated the Board on the work of the levy renewal EXECUTIVE
 campaign, which is proceeding at a fast pace. The Honorary Campaign Committee DIRECTOR'S
 Co-Chairs are Teresa LeGrair and Jim Simon. Almost all of the Honorary REPORT
 Community Chairs have been selected; each Library location will have at least two.
 The working campaign committees also now have leadership. Minority outreach is LEVY CAMPAIGN
 being coordinated by GinaKaye Maddox. Drs. Mark and Sandy Auburn agreed to
 lead the fundraising efforts. The virtual campaign kickoff in March and the election
 night watch event will be led by Barb White and Michael Derr. Patrick Manning and
 Library retiree Jane Scott will head up the speakers' bureau. Carrie Burrier and
 Brett Neff will coordinate yard signs. Sarah Deisler and Ryan McCoy will lead
 door-to-door campaigning. Cheryl Engel will coordinate t-shirt sales. Staff
 understand that campaign work must be done on their own time. Ms. Hickson-
 Stevenson requested an endorsement from Akron Public Schools and has been
 asked to attend the March 8 Board of Education meeting.

Ms. Hickson-Stevenson stated that the document listing ways to learn more
 about and support the Library was created because of a suggestion from Board
 Vice President Angela Neeley.

Mr. Rochford asked Board members to support the Levy as part of their
 obligation to the Board, both verbally and financially.

Mr. Rochford asked for new business. Ms. Hickson-Stevenson replied that
 the Board was being asked to approve the Library's seeking of public bids for the
 Norton roof project. Mr. Roxbury presented the facts regarding the need for this

repair to be done. He explained the lack of knowledge about the amount of damage to overhanging lumber components until the existing soffit and fascia are removed.

Mr. Casey moved, seconded by Mr. Frola, to authorize the Library to seek bids for the roof project at the Norton Branch. The roll call vote followed: Mr. Casey, Mrs. Darlington, Mr. Frola, Ms. Neeley, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion carried.

21-26
AUTHORIZED
SEEKING BID FOR
NORTON ROOF
PROJECT

Mr. Rochford stated there was no public participation during the virtual meetings.

There being no further business, Mr. Rochford adjourned the regular meeting at 4:44 pm.

President

Secretary

