

AKRON-SUMMIT COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
OCTOBER 30, 2014
BOARD ROOM, MAIN LIBRARY

President William D. Rich called the meeting of the Board of Trustees of the Akron-Summit County Public Library to order at 4:05 pm at the Main Library. The following members of the Board answered the roll call: Lolita Adair, Sandra Auburn, John Frola, Jr., Mark Jackson, Sr., William D. Rich, Bernard Rochford, and Ray Weber. Present from Library staff were David Jennings, Michelle Scarpitti, Carrie Burrier, Carla Davis, Kristin Henry, Eileen Herbert, Pam Hickson-Stevenson, 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 October 30, 2014 meeting. Mr. Rich announced one change to the agenda. The Finance Committee Meeting Report listed in item 8 should be moved to item 5, following the President's remarks and preceding the financial report. Mr. Rich asked for any objections to that change; there were none. The roll call vote followed to adopt the agenda as amended: Mrs. Adair, Dr. Auburn, Mr. Frola, Mr. Jackson, Mr. Rich, Mr. Rochford and Mr. Weber all voted aye. The motion carried.

14-66
AGENDA

Dr. Auburn moved, seconded by Mr. Frola, to adopt the minutes of the September 25, 2014 meeting. Mrs. Adair corrected the wording in 14-60 to "accept" the donor/gift list. Also, Mrs. Adair noted on page two, paragraph 4, the word "forward" in the last sentence should be deleted. The roll call vote followed to adopt the minutes as amended: Mrs. Adair, Dr. Auburn, Mr. Frola, Mr. Jackson, Mr. Rich, Mr. Rochford and Mr. Weber all voted aye. The motion carried.

14-67
SEPTEMBER
MEETING
MINUTES

Mr. Rich had no remarks to share.

PRESIDENT'S
REMARKS

**REPORT OF FINANCE COMMITTEE
AKRON-SUMMIT COUNTY PUBLIC LIBRARY
October 27, 2014**

FINANCE
COMMITTEE
REPORT

On Monday, October 27, 2014, the Finance Committee met in the Board Room of Main Library. The meeting was called to order at 4:05 pm by Committee Chair John Frola, Jr. Also in attendance were committee members Sandy Auburn, William D. Rich and Ray Weber. Library staff members David Jennings, Michelle Scarpitti, and Pam Hickson-Stevenson were also present.

Dr. Auburn moved to adopt the agenda, seconded by Mr. Weber. All committee members present voted aye.

Ms. Scarpitti presented the annual Resolution Accepting Amount and Rates needed for the Summit County Fiscal Office to levy our millage and collect funds for the library in 2015. Mr. Rich moved, and Dr. Auburn seconded, to recommend adoption of the resolution as presented. All committee members voted aye and this comes as a recommendation to the Board.

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

The next item on the agenda was a recommendation from Mr. Jennings and Ms. Scarpitti to request certification of future levy millage of 1.9 mills from the Summit County Fiscal Office. The requested Board resolution does not commit the Board of Trustees to any action, but the millage certification is essentially the first step in placing our property tax levy on the Primary Election ballot in May, 2015.

14-68
RESOLUTION
ACCEPTING
AMOUNT AND
RATES

Mr. Jennings reviewed the memo to the Finance Committee that described the need to pursue renewal of 1.4 mills and an additional 0.5 mills in the next levy period. After some discussion of funding needs and levy timing, Mr. Rich moved to recommend adoption of the Resolution Requesting Certification of Tax Levy with one small wording addition. Mr. Weber seconded the motion, all members of the committee voted aye, and this comes as a recommendation to the Board.

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

14-69
RESOLUTION TAX
LEVY

With no further business, the meeting adjourned at 4:25 pm.

Michelle Scarpitti, Fiscal Officer, presented the financial report for September 2014.

[The financial report is appended to the minutes.]

Dr. Auburn moved, seconded by Mr. Rochford, to adopt the financial report for September 2014. The roll call vote followed: Mrs. Adair, Dr. Auburn, Mr. Frola, Mr. Jackson, Mr. Rich, Mr. Rochford and Mr. Weber all voted aye. The motion carried.

14-70
SEPTEMBER
FINANCIAL
REPORT

Ms. Scarpitti presented the donor/gift list and reported that in September the Library received \$1,116 in monetary donations. In addition, there were 3½ pages of material donations.

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

14-71
DONOR/GIFT LIST

Ms. Scarpitti presented the investment report for September 2014.

[The investment report is appended to the minutes.]

Lisa Peercy, Human Resources Director, presented the Personnel Report for October 2014. She highlighted the retirement of three long term employees.

**AKRON-SUMMIT COUNTY PUBLIC LIBRARY
Personnel Report – October 2014**

RESIGNATIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Hamilton, Julius	Student Assistant	09.30.14	Odom
Hentosz, Dustin	Student Assistant	10.30.14	Firestone Park
Vojtush, Nicole	Student Assistant	09.19.14	Nordonia Hills
Xaysouvanh, Pathana	Student Assistant	09.27.14	Cult/AV

SELECTIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Berry, Alonzo	Student Assistant	10.20.14	Maple Valley
Cooke, Kathleen	Student Assistant	09.18.14	Northwest Akron
Jeffries, Brina	Student Assistant	09.24.14	Northwest Akron
Myers, Andrew	Systems Support Specialist	09.29.14	Information Technology

CHANGE OF STATUS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Aceto, Andrea	Clerical Assistant (full-time)		Cult/AV
	Clerical Assistant (part-time)	10.01.14	Cult/AV
Klesta, Maria	Public Service Assistant II (part-time)		North Hill
	Public Service Assistant II (full-time)	09.29.14	Kenmore

CHANGE OF STATUS: (Promotion)

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Schrade, Scott	Public Service Assistant II (full-time) (7/3) \$13.99/hr		Fairlawn-Bath
	Librarian (full-time) (11/1) \$19.08/hr	10.13.14	Fairlawn-Bath
Young, Jordon	Student Assistant (1/1) \$7.95		Kenmore
	Public Service Assistant II (part-time) (7/1) \$13.18/hr	09.29.14	Kenmore
Vanderschyf, Sophia	Public Service Assistant III (10/1 \$18.58/hr)		Children's Library
	Librarian (11/1 \$19.08/hr)	10.10.14	Children's Library

RETIREMENT:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Baker, Jennifer	Public Service Assistant II	11.28.14	Circulation
Davis, Becky Jo	Librarian	11.30.14	Cult/AV
McCrea, Leslie	Librarian	11.29.14	Northwest Akron

RETIREMENT (Comments):

Jennifer Baker

06.24.78 – 11.04.79 – Student Assistant, Circulation
11.05.79 – 08.15.85 -- Librarian Assistant I, Circulation
08.16.85 – 06.16.91 -- Librarian Assistant II, Fine Arts & Recreation
06.17.91 – 12.20.97 -- Librarian Assistant II, Circulation
12.21.97 – 06.20.09 -- Public Service Assistant I, Circulation
06.21.09 – 11.29.14 -- Public Service Assistant II, Circulation
11.29.14 - Retirement

Becky Jo Davis

02.12.96 - 11.24.96 -- Shelver, Language, Literature, History
11. 25.96 -12.20.97 -- JS Librarian Assistant I, Wooster
12.21.97 - 08.01.99 -- JS Public Service Assistant, Wooster
08.02.99 - 06.03.01 -- Librarian, Philosophy, Religion & Education
06.04.01 - 09.30.12 -- Librarian, History/Humanities
10.01.12 - 11.30.14 -- Librarian, Cult/AV
11.30.14 - Retirement

Leslie McCrea

12.17.84 - 09.30.86 -- Librarian II, Maple Valley
10.01.86 - 10.15.89 -- Librarian II, Ayres
10.16.89 - 12.20.97 -- Librarian II, Adult Services, Ayres
12.21.97 - 11.29.14 -- Librarian, Northwest Akron
11.29.14 - Retirement

NUMBER OF STAFF MEMBERS

	<u>10.13.11</u>	<u>10.16.12</u>	<u>10.24.13</u>	<u>10.21.14</u>
Full-Time Staff:	262	263	256	254
Part-Time/Job-Share Staff:	48	35	42	45
Student Assistants:	74	79	87	78
Total number of Staff:	384	377	385	378
Full-Time Equivalents	297	292	294	289

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

<p>Mr. Rochford moved, seconded by Mr. Jackson, adoption of the Personnel Report. The roll call vote followed: Mrs. Adair, Dr. Auburn, Mr. Frola, Mr. Jackson, Mr. Rich, Mr. Rochford and Mr. Weber all voted aye. The motion carried.</p>	<p>14-72 PERSONNEL REPORT</p>
<p>The Summit County Library Trustees Council met on October 16 and approved the Blasingame Formula for 2015. This formula for dividing state funding among the public libraries in Summit County has been used successfully in Summit County since the 1970s. In 2015, the Library will receive 66.41% of the state's Public Library Fund (PLF) distributed to the county next year; this percentage is now estimated at \$11,153,034.</p>	<p>DIRECTOR'S REPORT LIBRARY TRUSTEES FORMULA FOR 2015</p>
<p>This estimated amount is \$500,000 more than the final PLF estimated amount for 2014. This increase will needed be almost entirely for the 27th payroll that will occur in 2015. The Library also will be watching the Ohio General Assembly to see if any further tax reductions will impact the PLF next year. The actual amount distributed will be determined as the year progresses.</p>	
<p>Mr. Frola moved, seconded by Mr. Weber, to accept the percentage allocation set by the Summit County Library Trustees Council. The roll call vote followed: Mrs. Adair, Dr. Auburn, Mr. Frola, Mr. Jackson, Mr. Rich, Mr. Rochford and Mr. Weber all voted aye. The motion carried.</p>	<p>14-73 ACCEPTANCE OF PERCENTAGE ALLOCATION</p>
<p>Mr. Jennings reported that on October 1 the Library expanded its collaboration with the Akron-Canton Regional Foodbank to provide afternoon snacks to youth in the nine branches in the city of Akron, and two sites within Main Library. Although volume varies by branch and by day, the locations are typically providing snacks to between 150 and 200 young people each afternoon, Monday through Thursday). This collaboration deserves to continue in 2015, and the Library will be working with the Foodbank to pursue funding for that effort.</p>	<p>FOODBANK SNACK PROGRAM</p>
<p>Mr. Jennings reported that the second Akron Mini Maker Faire on Saturday, October 18 was a tremendous success, with over 1,500 attendees (800 in 2013). The various activities included an egg drop, telescope making, robotics teams, 3-D printing, hat making, polymers into putty, handcrafted video games, spinning wheels, and more. Coordinated by Science & Technology Division Manager Monique Mason and the S&T staff, with contribution from many parts of the organization, this was a major event that essentially doubled in size in year two. It was a very creative and inventive day at Main Library.</p>	<p>AKRON MINI MAKER FAIRE</p>
<p>The Library will hold its annual Staff Development Day on Tuesday, November 11. In keeping with the diversity initiative, the primary program of the day will be "Mental Health First Aid," presented by staff from Child Guidance and Family Solutions. Developing a broader awareness and understanding of those challenged by mental illness will benefit the staff and the library customers.</p>	<p>STAFF DEVELOPMENT DAY</p>
<p>The Library is collaborating with the Akron Beacon Journal to digitize thousands of Beacon photos from the 1930s to the mid-1980s. Through use of the special fund that is specifically designated for historical resources (the Taylor Lerch Fund) the Special Collections Division should have some of the first images available on Summitmemory.org by December. With funds already budgeted for 2014, the</p>	<p>ABJ PHOTO DIGITIZATION PROJECT ADJOURNMENT</p>

Library hopes to digitize 5,000 photos. Since the Beacon estimates there are about 500,000 photos from this period, the Library is just getting started on this project.

There were no reports from Administrative Staff.

ADMINISTRATIVE
STAFF

Mr. Rich stated he was unaware of any requests for public participation.

PUBLIC
PARTICIPATION

There being no further business Mr. Rich adjourned the meeting at 4:43 pm.

ADJOURNMENT

President

Secretary