

AKRON-SUMMIT COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
MAY 26, 2016
COMMUNITY ROOM, MOGADORE BRANCH LIBRARY

President William D. Rich called the meeting of the Board of Trustees of the Akron-Summit County Public Library to order at 4:02 pm at the Mogadore Branch Library. The following members of the Board answered the roll call: Lolita Adair, Jill Darlington, John Frola, Jr., William D. Rich, Bernard Rochford, and Ray Weber. Present from Library staff were David Jennings, Michelle Scarpitti, Carrie Burrier, Carla Davis, Kim DeBenedictis, Vickie King, Kristin Henry, Eileen Herbert, Pam Hickson-Stevenson, Ann Hutchison, Patty Marsh, Lisa Peercy, Carl Roxbury, Val Sherman, Robyn Shondel, and Barb White. Also present were insurance brokers, Karen Nist and Dennis Toth.

Mr. Frola moved, seconded by Mr. Rochford, to adopt the agenda for the May 26, 2016 meeting. The roll call vote followed: Mrs. Adair, Mrs. Darlington, Mr. Frola, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion carried.

16-39
AGENDA

Mrs. Adair moved, seconded by Mr. Frola, to adopt the minutes of the April 28, 2016 meeting. The roll call vote followed: Mrs. Adair, Mrs. Darlington, Mr. Frola, Mr. Rich, and Mr. Weber all voted aye. Mr. Rochford abstained. The motion carried.

16-40
APRIL MEETING
MINUTES

Mr. Rich expressed appreciation to Kim DeBenedictis, Branch Manager, and the Mogadore staff for hosting the May board meeting.

PRESIDENT'S
REMARKS

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

[The financial report is appended to the minutes.]

Mr. Frola moved, seconded by Mrs. Adair, approval of the April 2016 financial report. The roll call vote followed: Mrs. Adair, Mrs. Darlington, Mr. Frola, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion carried.

16-41
APRIL
FINANCIAL
REPORT

Ms. Scarpitti presented the donor/gift list and reported that in April the Library received \$1,600 in monetary donations and three pages of materials donations.

16-42
DONOR/GIFT LIST

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

Ms. Scarpitti presented the investment report for April 2016. She also reported that the audit of 2015-2016 tentatively was scheduled to begin around the first of May.

[The investment report is appended to the minutes.]

Lisa Peercy presented the April 2016 Personnel Report. She stated there had not been any changes since it was sent to the Board. She highlighted the retirements of three employees, one with thirty years of service and the remaining two with ten years of service each.

AKRON-SUMMIT COUNTY PUBLIC LIBRARY
Personnel Report – May 2016

RESIGNATIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Adams, Gloria	Substitute Public Service Assistant I	05.10.16	Public Services
Cooke, Kathleen	Student Assistant	05.14.16	Northwest Akron
Elliott, Michael	Substitute Public Service Assistant I	05.13.16	Public Services
Gaydos, Christina	Student Assistant	04.15.16	Fairlawn-Bath
McDowell, Charissa	Substitute Public Service Assistant I	05.06.16	Public Services
Schofield, JoAnna	Early Childhood Librarian	06.10.16	Highland Square
Sebree, Samantha	Student Assistant	04.16.16	Maple Valley
Weaver, Chad	Student Assistant	05.20.16	Ellet

SELECTIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Lett, Sidney C.	Public Service Assistant II	05.16.16	Maple Valley
McAfee, Aurora	Intermediate/Teen Librarian	05.31.16	Odom
Mullet, Julie	Student Assistant	05.02.16	Fairlawn-Bath
Payne, Glenn L.	Akron Police Department Officer	04.20.16	APD
Sumser, Audrey	Intermediate/Teen Librarian	06.06.16	North
Wilson, Kaila M.	Public Service Assistant II	05.16.16	Nordonia Hills

RETIREMENT:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Epling, James	Public Service Assistant II	06.30.16	Kenmore
Gerbetz, Bernadette	Events Supervisor	05.31.16	Events
Hartman, Nancy	Shelver	06.30.16	Culture/AV

CHANGE OF STATUS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Hickman, Mary	FMLA without pay Branch Manager	05.09.16	Kenmore
Von Stein, Lindsey	Student Assistant Medical Leave without pay	04.14.16	Kenmore

CHANGE OF STATUS: (Transfer)

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Berger, Tori	Teen Librarian Same	05.16.16	Firestone Park Mogadore

CHANGE OF STATUS: (Promotion)

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Walker, Melissa	Substitute Public Service Assistant I (\$13.19/hr)		Public Services
	Public Service Assistant II (13.51/hr)	05.09.16	Firestone Park

RETIREMENT:

James Epling

09/16/85 - 01/31/89 – Student Assistant, Kenmore
02/01/89 - 02/25/90 - part-time Librarian Assistant I, Kenmore
02/26/90 - 12/20/97 - full-time Librarian Assistant I, Kenmore
12/21/97 - 06/30/16 - full-time Public Service Assistant II, Kenmore
RETIREMENT

Bernadette Gerbetz

08/01/05 - 12/23/06 - Administrative Assistant, Human Resources
12/24/06 - 03/15/09 - Human Resources Assistant
03/16/09 - 11/02/14 - Marketing Events Assistant, Marketing & Communications
11/03/14 - 05/31/16 - Events Supervisor
RETIREMENT

Nancy Hartman

03/19/07 - 09/25/11 - Shelver, Audio Visual Services
09/26/11 - 12/31/13 - full time, Shelver Popular Culture
01/01/14 - 06/30/16 - part-time Shelver, Culture/AV
RETIREMENT

NUMBER OF STAFF MEMBERS

	<u>05.23.13</u>	<u>05.16.14</u>	<u>05.19.15</u>	<u>05.18.16</u>
Full-Time Staff:	260	254	246	252
Part-Time/Job-Share Staff:	36	44	47	52
Student Assistants:	91	82	82	78
Total number of Staff:	387	380	375	382
Full-Time Equivalents	294	288	284	296

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

16-43
PERSONNEL REPORT

Mr. Jennings reported that the Library is continuing the work to identify and confirm the future location of the satellite facility in the Springfield-Lakemore community. He stated that he hopes to bring a recommendation to the Board's Buildings & Grounds Committee in late June. As a final stage of this process, Mr. Jennings invited Board Members to visit the sites that have been considered in the Springfield-Lakemore area for their input. Mr. Jennings said he would make the arrangements and advise when these two sites can be visited.

DIRECTOR'S REPORT
SPRINGFIELD-
LAKEMORE UPDATE

Mr. Jennings added that the Buildings & Grounds Committee meeting will also be necessary to award bids for the Main Street infrastructure project. The Library will be requesting bids on June 6, 2016.

Mr. Jennings stated that the commitments made during the 2015 levy campaign effectively set the agenda for the Library in 2016. Now that progress has been made on those promises, it is time to look ahead to 2017 and beyond. With that in mind, the Library is anticipating a strategic planning process that would begin in the last quarter of 2016 and complete work by March 2017.

PLANNING PROCESS

Mr. Jennings explained that the Ohio Library Council provides advocacy for Ohio public libraries with the Ohio General Assembly and state government, focusing primarily on advocating for support of the Public Library Fund. For many years the nine metro libraries in Ohio have contemplated supplementing OLC's efforts with additional advocacy and have now decided to move in that direction this year. The metro libraries will soon commit to hiring a lobbyist to complement OLC's efforts with the PLF and to identify other funding opportunities that may be available particularly to the larger libraries due to the scope of either funding or project activity. After discussion, more information is needed before ASCPL board members are comfortable with the Library participating in this joint metro libraries' advocacy work.

METRO LIBRARY
ADVOCACY

Mr. Jennings reported that, as he has done several times over the past decade, he will again travel around to visit and talk with staff at all branches, divisions, and departments.

AGENCY VISITS

**REPORT OF PERSONNEL COMMITTEE MEETING
MOGADORE BRANCH LIBRARY
May 26, 2016**

COMMITTEE REPORTS

On Thursday, May 26, 2016, the Personnel Committee met in the Community Room of the Mogadore Branch Library. The meeting was called to order at 3:13 pm by Committee Chair, Bernie Rochford. Also in attendance were Committee member Lolita Adair, Jill Darlington (arrived at 3:40 pm), John Frola, Jr., and William D. Rich. Library staff members David Jennings, Pam Hickson-Stevenson, Lisa Peercy, Robyn Shondel, and Ann Hutchison attended. Also in attendance were insurance brokers Dennis Toth and Karen Nist of AUI (Associated Underwriters Insurance).

Mr. Rich moved to adopt the agenda, and all committee members present voted aye.

The first item on the agenda was presentation of recommended insurance benefits for 2016/2017 by Mr. Jennings and Ms. Peercy. After discussion of the options presented, Mr. Rich moved to accept the quote from SummaCare requiring a change to the deductible from \$5,000/\$10,000 to \$6,000/\$12,000 for a rate increase of 6.25%. Mrs. Adair seconded the motion and all members of the committee voted aye. This now comes as a recommendation to the Board.

There was no discussion, and the roll call vote followed: Mrs. Adair, Mrs. Darlington, Mr. Frola, Mr. Rich, Mr. Rochford and Mr. Weber all voted aye. The motion carried.

16-44
HEALTH INSURANCE
RENEWAL

Mr. Rich moved to accept the quote from Lincoln Financial for a 4.5% rate increase on Dental, maintaining the same coverage. Mrs. Adair seconded the motion and all members of the committee voted aye. This comes as a recommendation to the Board.

There was no discussion, and the roll call vote followed: Mrs. Adair, Mrs. Darlington, Mr. Frola, Mr. Rich, Mr. Rochford and Mr. Weber all voted aye. The motion carried.

16-45
DENTAL INSURANCE
RENEWAL

Mr. Rich moved to accept the quote from Lincoln Financial for a 1.0% rate decrease on Vision, maintaining the same coverage. Mrs. Adair seconded the motion and all members of the committee voted aye. This comes as a recommendation to the Board.

There was no discussion, and the roll call vote followed: Mrs. Adair, Mrs. Darlington, Mr. Frola, Mr. Rich, Mr. Rochford and Mr. Weber all voted aye. The motion carried.

16-46
VISION INSURANCE
RENEWAL

Mr. Rich moved to accept the quote from Lincoln Financial for a 6.5% rate increase on Life and AD&D, maintaining the same coverage. Mrs. Adair seconded the motion and all members of the committee voted aye. This comes as a recommendation to the Board.

There was no discussion, and the roll call vote followed: Mrs. Adair, Mrs. Darlington, Mr. Frola, Mr. Rich, Mr. Rochford and Mr. Weber all voted aye. The motion carried.

16-47
LIFE, AD&D
INSURANCE RENEWAL

David Jennings and Lisa Peercy requested the addition of a new position to the ASCPL Salary Schedule, Systems Support Technician. After some discussion of the need for the position in terms of support to the activities and work of the IT department, Mr. Rich moved to add the position of Systems Support Technician at pay grade 9 to the Salary Schedule. Mrs. Adair seconded the motion and all members of the committee voted aye. This comes as a recommendation to the Board.

POSITION ADDITION

There was no discussion, and the roll call vote followed: Mrs. Adair, Mrs. Darlington, Mr. Frola, Mr. Rich, Mr. Rochford and Mr. Weber all voted aye. The motion carried.

Lisa Percy, Human Resources Director presented a report to David Jennings, Director, highlighting the progress of the McDowell Librarian Scholarship recipients. Two are currently employed as Librarians within our system; of two others who are making progress, one will graduate in December 2016 and the other in the second half of 2017. This program has definitely borne fruit as stated in the discussion. The McDowell Scholarship was not offered in 2015 but the Administrative Group is working to offer the scholarship again for the Fall semester of 2016.

Included in the report was the Library's equal opportunity statistics. In terms of minority employment, current statistics show a higher percentage of minority employees than in May 2015 for all minorities from 19.6% to 20.7%. Mr. Jennings said that there is progress in that area.

With no further business, the meeting was adjourned at 3:45 pm.

Pam Hickson-Stevenson, Deputy Director, reported about a new county-wide initiative that is being launched under the direction of Summit County Executive Russ Pry. It is part of a national campaign called Change Direction. In Summit County the initiative is known as Bringing Mental Health to Main Street: the Campaign to Change Direction. Summit County is one of the first communities in the country to be collaborating in this fashion on this initiative. The primary goal of this national initiative is to promote mental health and to change the stigma that traditionally has been attached to mental illness. Another goal is for society to see the importance of mental health the same as the importance of physical health. The Library's participation is an example of another community engagement effort in which the Library can be a strong partner. Ms. Hickson-Stevenson said she is serving on the steering committee and chairing a sub-committee for the kick-off in Summit County that will take place on July 22 at Lock 3 from 11:30 to 1:30. Special guests and speakers, music, exhibitors, and food trucks will be part of the festivities. Additionally, on the morning of July 22, Main Library will be the location of a professional development conference.

REPORT FROM SENIOR STAFF

Mr. Rich reported there were no requests for Public Participation.

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

President

Secretary