

AKRON-SUMMIT COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
REGULAR MEETING  
OCTOBER 26, 2017  
BOARD ROOM, MAIN LIBRARY

President Ray Weber called the meeting of the Board of Trustees of the Akron-Summit County Public Library to order at 4:03 pm at Main Library. The following members of the Board answered the roll call: Lolita Adair, James D. Casey, Jill Darlington, John Frola, Jr, William D. Rich, Bernard Rochford, and Ray Weber. Present from Library staff were David Jennings, Michelle Scarpitti, Carrie Burrier, Andrea Cowgar, Pam Hickson-Stevenson, Stephanie Jolliff, Vickie King, Patty Marsh, Lisa Percy, Carl Roxbury, Val Sherman, and Barb White.

Mr. Frola moved, seconded by Mr. Rochford, to adopt the October agenda as presented. The roll call vote followed: Mrs. Adair, Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rich, Mr. Rochford, Mr. Weber, all voted aye. The motion carried. 17-78  
AGENDA

Mrs. Adair moved, seconded by Mr. Frola, to adopt the minutes of the September 28, 2017 meeting. The roll call vote followed: Mrs. Adair, Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion carried. 17-79  
SEPTEMBER  
BOARD  
MINUTES

Mr. Weber reported on his attendance at the Summit County Library Trustees Council Meeting, where he learned how the Ohio Public Library Fund is divided among the public libraries in Summit County. PRESIDENT'S  
REMARKS

Michelle Scarpitti, Fiscal Officer, presented the Executive Summary and the financial reports for September 2017.

Mr. Rochford moved, seconded by Mr. Rich, approval of the September 2017 financial report. The roll call vote followed: Mrs. Adair, Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion carried. 17-80  
SEPTEMBER  
2017 FINANCIAL  
REPORT

Ms. Scarpitti presented an Adjustment to Appropriations to the General Fund (#101). She stated this additional adjustment is needed to cover a new cloud backup platform for Encore and Sierra made necessary by a hardware failure earlier in 2017.

Mr. Rochford moved, seconded by Mr. Frola, to increase the General Fund by the following: Increase line item #3812 Lib Mat Automation – Innovative by \$15,400 and decrease line item #3320 Maintenance Agreements – Information Technology by the same amount.

The roll call vote followed: Mrs. Adair, Mrs. Darlington, Mr. Casey, Mr. Frola, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion carried. 17-81  
ADJUSTMENT TO  
APPROPRIATIONS

Ms. Scarpitti presented the donor/gift list. There were \$607.78 in monetary donations and approximately three pages of material donations. The list also showed acknowledgment of in-kind donations to particular branches.

Mrs. Adair moved, seconded by Mrs. Darlington, acceptance of the donor/gift list with great appreciation. The roll call vote followed: Mrs. Adair, Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion carried. 17-82  
ACCEPTANCE OF  
DONOR/GIFT LIST

Ms. Scarpitti presented the investment reports for September 2017.

[The investment reports are appended to the minutes.]

Ms. Scarpitti presented the “Resolution authorizing advancement of taxes for 2017 payable in 2018.”

Mr. Rich moved, seconded by Mr. Rochford, approval of the resolution authorizing tax advances with amendments as noted for 2017 payable in 2018. The roll call vote followed: Mrs. Adair, Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion carried. 17-83  
RESOLUTION  
AUTHORIZING TAX  
ADVANCES

Lisa Peercy, Human Resources Director, presented the Personnel Report for October 2017. She highlighted the retirement of Robert Addie, a Security Guard with the Library for 10 years.

**AKRON-SUMMIT COUNTY PUBLIC LIBRARY  
Personnel Report – October 2017**

**RESIGNATIONS:**

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Anderson, Anthony	Student Assistant	10.14.17	Odom
Crozier, Gabriella	Student Assistant	10.28.17	Richfield
Merzweiler, Nicole	Technical Services Assistant	10.25.17	Technical Services
Rastatter, Julia	Student Assistant	09.30.17	Nordonia Hills
Sahlani, Maria	Student Assistant	08.23.17	Kenmore

**SELECTIONS:**

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Califra, William	Systems Support Specialist	10.16.17	Information Technology
Connors, Patrick	Librarian (Cataloger)	10.16.17	Technical Services
Humes, Cathryn A	Public Service Assistant II	10.31.17	Kenmore
Kovach, Jerry	Akron Police Officer	10.02.17	Akron Police Department
Moore, Chris	Student Assistant	10.16.17	Maple Valley
Patel, Riya	Student Assistant	10.16.17	Nordonia Hills

**RETIREMENT**

Addie, Robert                      Security Guard    11.01.17                      Facilities Services

**CHANGE OF STATUS: (Promotion)**

<b><u>Employee</u></b>	<b><u>Classification</u></b>	<b><u>Date</u></b>	<b><u>Agency</u></b>
Neal, Daphne	Student Assistant (1/3 \$8.64/hr)		Tallmadge
	Public Service Assistant II part-time (7/1 \$13.65/hr)	10.16.17	Business & Government
Troyer, Seth	Public Service Assistant I (6/3 \$13.72/hr)		Circulation
	Public Service Assistant II (7/4 \$14.27/hr)	10.16.17	Mobile Services
Wells, Caitlin	Shelver (2/3 \$9.28/hr)		Science & Technology
	Public Service Assistant II (7/1 \$13.65/hr)	10.09.17	Public Services

**CHANGE OF STATUS:**

<b><u>Employee</u></b>	<b><u>Classification</u></b>	<b><u>Date</u></b>	<b><u>Agency</u></b>
King, Brandon	Security Officer part-time		Facilities Services
	Security Officer full-time	10.02.17	Same

**TRANSFER:**

Bair, Zachary	Shelver		Culture/AV
	Shelver	10.09.17	Science & Technology
Jackson, Crystal	Public Service Assistant II		Odom
	Public Service Assistant II	10.16.17	Mobile Services

**RETIREMENT: (comments)**

Addie, Robert  
10/15/07 – 11/01/17 – Security Guard part-time, Facilities Services

**NUMBER OF STAFF MEMBERS**

	<b><u>10.21.14</u></b>	<b><u>10.19.15</u></b>	<b><u>10.12.16</u></b>	<b><u>10.16.17</u></b>
Full-Time Staff:	254	249	266	263
Part-Time/Job-Share Staff:	45	45	52	50
Student Assistants:	78	75	78	72
Total number of Staff:	378	369	396	385
Full-Time Equivalents	289	283	304	298

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. Rochford moved, seconded by Mr. Casey, adoption of the October 2017 Personnel Report. The roll call vote followed: Mrs. Adair, Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rich, Mr. Rochford, Mr. Weber, all voted aye. The motion carried.

17-84  
OCTOBER 2017  
PERSONNEL REPORT

Mr. Jennings reported that the Portage Lakes parking lot project was largely completed during the week of October 16. This included all aspects of the project – removal of old asphalt, base replacement, paving, some curb replacements, striping, and wheel stops. Built and opened in 1990, the Portage Lakes Branch exterior now looks better than it has in many years.

DIRECTOR'S REPORT  
PARKING LOT PROJECT  
AT PORTAGE LAKES

Mr. Jennings stated all the demolition, surface repairs, and subsequent waterproofing have been accomplished, and the concrete sidewalk along the Main Street façade of Main Library has been poured. The Library should see substantial completion of the project by the end of October.

Mr. Jennings reported the Summit County Library Trustees Council annual meeting was held on Thursday, October 19. The sole purpose of this meeting was approval of the Blasingame Formula for dividing up the county's share of the state Public Library Fund (PLF) for 2018. The Blasingame Formula, which uses three basic components (population, units of services, and facilities) to compute the percentages for each of the library systems in Summit County, has been the vehicle for successful and amicable division of state funding for libraries in Summit County for more than forty years.

BLASINGAME  
FORMULA

Mr. Jennings stated that Ray Weber, Michelle Scarpitti, Pam Hickson-Stevenson and he attended the meeting. According to the formula for 2018, ASCPL will receive 65.76294% of the PLF distributed to the county next year, which now is estimated at \$11,644,139. This is approximately \$96,000 less than anticipated PLF revenue in 2017 (\$11,740,000).

Mr. Jennings asked the Board to approve the formula percentage for 2018; the actual amount distributed will be determined as the year progresses. Mrs. Adair moved, seconded by Mr. Rich, acceptance of the formula percentage for 2018. The roll call vote followed: Mrs. Adair, Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye, the motion carried

17-85  
ACCEPTANCE OF PLF  
FORMULA

**REPORT OF PERSONNEL COMMITTEE MEETING**  
**Main Library**  
**October 23, 2017**

*On Monday, October 23, 2017, the Personnel Committee met in the Board Room of Main Branch Library. The meeting was called to order at 11:05 am by Committee Chair, Bernie Rochford. Also in attendance were Committee members Lolita Adair, Ray Weber, and William D. Rich. Library staff members David Jennings, and Lisa Percy also attended.*

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

*The first item on the agenda was an interview with an executive search firm about performing the search to replace Mr. Jennings when he retires in February, 2018. Following the interview and subsequent discussion, Mr. Weber moved to recommend the hiring of Bradbury Miller Associates to conduct ASCPL's Director search. Mrs. Adair seconded the motion, and all members of the committee voted aye. This now comes as a recommendation to the Board.*

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

*With no further business, the meeting was adjourned at 12:47 pm.*

There were no reports from Senior Staff.

There were no requests for Public participation.

There being no further business, Mr. Weber adjourned the meeting at 4:40 pm.

17-86  
SELECTION OF  
BRADBURY MILLER  
ASSOCIATES SEARCH  
FIRM

ADJOURNMENT

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President

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Secretary