

AKRON-SUMMIT COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
JUNE 29, 2017
COMMUNITY ROOM
PORTAGE LAKES BRANCH LIBRARY

Vice-President Lolita Adair called the meeting of the Board of Trustees of the Akron-Summit County Public Library to order at 4:08 pm at the Northwest Akron Branch Library. The following members of the Board answered the roll call: Lolita Adair, James D. Casey, Jill Darlington, John Frola, Jr., William D. Rich, and Bernie Rochford. Ray Weber was absent. Present from Library staff were David Jennings, Michelle Scarpitti, Tricia Bohanon, Carrie Burrier, Andrea Cowgar, Carla Davis, Nona Ethington, Ann Hutchison, Stephanie Jolliff, Vickie King, Patty Marsh, Lisa Peercy, Val Sherman, and Barb White. Also present was Mary Ann Jopperi, League of Women Voters.

Mr. Rochford moved, seconded by Mr. Frola, to adopt the agenda for the meeting of June 29, 2017. The roll call vote followed: Mrs. Adair, Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rich, Mr. Rochford, all voted aye. The motion carried. 17-48
AGENDA

Mr. Casey moved, seconded by Mr. Frola, to adopt the minutes of the May 25, 2017 meeting. Mrs. Adair asked for discussion, hearing none, the roll call vote followed: Mrs. Adair, Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rich, Mr. Rochford, all voted aye. The motion carried. 17-49
MAY BOARD
MINUTES

Mrs. Adair stated that in the absence of Mr. Weber, she would like to thank the Northwest Akron Library for hosting the Board Meeting this month. Mr. Jennings introduced Tricia Bohanon, Branch Manager. PRESIDENT'S
REMARKS

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

Ms. Scarpitti highlighted the donation of \$10,000 from Kenneth Siloac for indoor and outdoor furniture for the Maple Valley Branch.

Mr. Rich moved, seconded by Mr. Frola, approval of the May financial report. The roll call vote followed: Mrs. Adair, Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rich, Mr. Rochford, all voted aye. The motion carried. 17-50
MAY
2017 FINANCIAL
REPORT

Ms. Scarpitti requested approval for two budget adjustments. Within the general fund move \$291 from line item #1650/Worker's Comp, to line item #1990/Employee Assistance Program.

After discussion, Mr. Rochford moved, seconded by Mr. Rich to approve the adjustment to the general fund. The roll call vote followed: Mrs. Adair, Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rich, Mr. Rochford, all voted aye. The motion carried. 17-51
ADJUSTMENT TO
GENERAL FUND

Ms. Scarpitti requested approval for an Adjustment to Appropriations, to increase Appropriations to Line item #5510 in the amount of \$10,000 for the new Ken Siloac Fund #203, created to track activity received to purchase indoor and outdoor furniture at Maple Valley Branch.

Mr. Casey moved, seconded by Mr. Rochford approval of the increase in Appropriations for line item #5510 in the amount of \$10,000 from the Ken Siloac Fund for furnishings. The roll call vote followed: Mrs. Adair, Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rich, Mr. Rochford, all voted aye. The motion carried. 17-52
ADJUSTMENT TO
APPROPRIATIONS

Ms. Scarpitti presented the donor/gift list. There were four pages of material donations and \$19,235 in monetary donations. The list also showed acknowledgment of in-kind donations to particular branches.

Mr. Rich 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, all voted aye. The motion carried. 17-53
ACCEPTANCE OF
DONOR/GIFT LIST

Ms. Scarpitti presented the investment reports for May 2017.

[The investment reports are appended to the minutes.]

Ms. Scarpitti presented the 2018 Alternative Tax Budget.

Mr. Rochford moved, seconded by Mr. Casey approval of the Alternative Tax Budget as presented by Ms. Scarpitti. The roll call vote followed: Mrs. Adair, Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rich, Mr. Rochford, all voted aye. The motion carried. 17-54
ALTERNATIVE
TAX BUDGET

Ms. Scarpitti presented a Resolution to approve authorized parties to execute a Card Agreement with The Huntington National Bank.

Mr. Rochford moved, seconded by Mr. Frola approval of the Resolution presented. The roll call vote followed: Mrs. Adair, Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rich, Mr. Rochford, all voted aye. The motion carried. 17-55
HUNTINGTON
BANK CARD
AGREEMENT

Lisa Peercy, Human Resources Director, presented the Personnel Report for June 2017. She stated there were no changes to the report since its mailing.

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

RESIGNATIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Hindi, Noor	Public Service Assistant II	06.21.17	Kenmore
Rosenberger, Sarah	Assistant Youth Services Coordinator	07.14.17	Youth Services Office
Thein, Kelsie	Student Assistant	05.11.17	Kenmore

SELECTIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Benson, Christopher	Student Assistant	05.30.17	Fairlawn-Bath
Congrove, Willard	APD Officer	05.15.17	Akron Police Department

Eckman, Cheryl	Accounting Assistant	06.29.17	Business Office
Raabe, Natalie	Librarian Cataloger	06.12.17	Technical Services
Wasio, Lyndsey	Librarian	06.13.17	Science & Technology

CHANGE OF STATUS: (Promotion)

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Elfrink, Amber	Public Service Assistant II (7/4 \$14.27/hr)		Tallmadge
	Adult Services Librarian (11/1 \$19.76/hr)	06.26.17	Firestone Park
Redman, Hilary	Public Service Assistant II (7/3 \$14.06/hr)		Business & Government
	Intermediate/Young Adult Librarian (11/1 \$19.76/hr)	06.26.17	North Hill

NUMBER OF STAFF MEMBERS

	<u>06.19.14</u>	<u>06.17.15</u>	<u>06.17.16</u>	<u>06.20.17</u>
Full-Time Staff:	254	245	258	260
Part-Time/Job-Share Staff:	46	46	53	52
Student Assistants:	78	80	80	77
Total number of Staff:	378	371	391	389
Full-Time Equivalent	289	282	297	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. Rich moved, seconded by Mr. Casey, adoption of the Personnel Report. The roll call vote followed: Mrs. Adair, Mr. Casey, Mrs. Darlington, Mr. Frola, Mr. Rich, Mr. Rochford, all voted aye. The motion carried. 17-56 PERSONNEL REPORT

Mr. Jennings introduced Mary Ann Jopperi, from the League of Women Voters, who was present for the June meeting. Ms. Jopperi reported that the members like to go out to observe public meetings, just to confirm the fact that they are involved and care about what is going on. She also said that she appreciated the Board allowing her to attend. DIRECTOR'S REPORT

Mr. Jennings introduced Ann Hutchison who demonstrated how the Library's mobile app has recently been improved. He stated it is clearly one of the most significant technology/service enhancements the Library has made in the past decade. MOBILE APP DEMO

Mr. Jennings reported that part of the Library's current challenge is to continue to offer compelling in-person experience while delivering most of the services and resources to where most Americans now live – on their phones or mobile devices. With the latest additions and improvements to the mobile app, the Library can now say that it is truly bringing the Library to customers in ways that were unimaginable even 15 years ago.

Mr. Jennings reported the app has now been downloaded by over 33,000 customers, evenly split between Apple and Android users. Somewhat ironically, the predominant uses of the app are focused on the traditional Library function of borrowing materials, with 97% of the activity relating to the My Account feature (50%) or Catalog Search (47%). During the last year My Account has been accessed over 1.7 million times, while Catalog Search has been used over 1.6 million times. This means that the app is being used to search the catalog or check on a Library card account over 9,000 times each day, whether the Library is open or not.

Mr. Jennings believes that as the app improves and incorporates more features, more of the Library's customers will use the app, and the percent of activity that is non-collection related will increase.

The following are some of the recent improvements and enhancements to the mobile app:

- Streamlined access to logins and My Account
- Pay Fines – now can pay fines via the app
- Enhanced Catalog Search and cleaner display
- Online Learning – now includes Lynda.com, Mango foreign languages, and Tutor.com
- Barcode Wallet for storing Library card barcodes on your phone
- ASCPL YouTube Channel now included under Social Media

Coming soon:

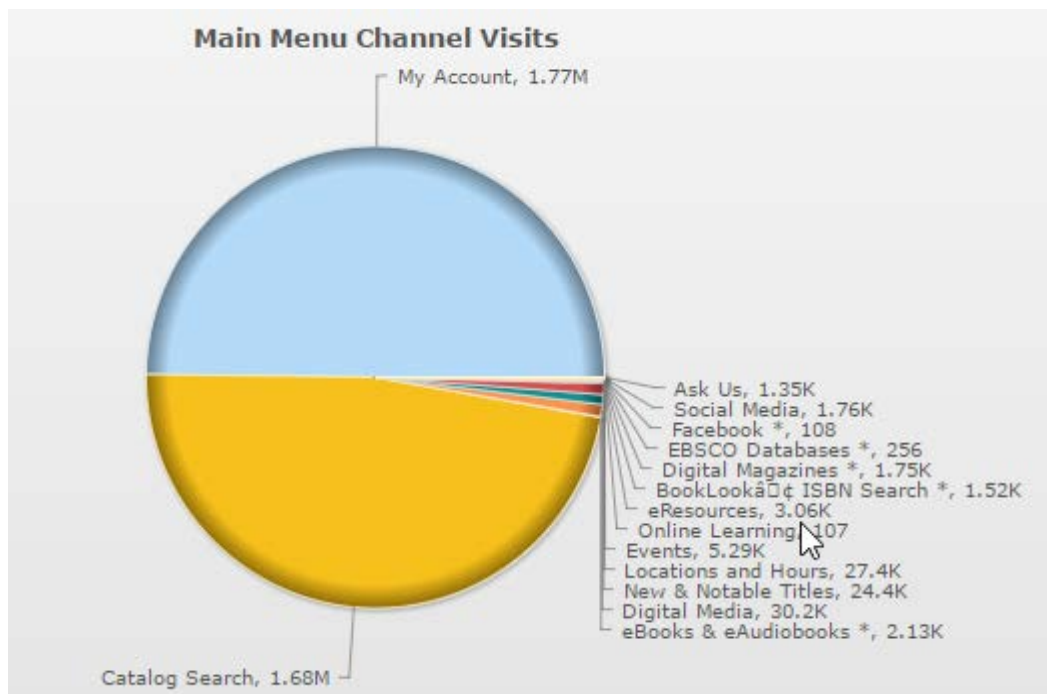
- Collection Promotion ability, and other promotion capacity
- Ability to save login information
- Updated appearance
- Online Learning will include Learning Express Library (practice tests) and BrainHQ (brain training exercises)

Often overlooked features:

- Locations & Hours section displays in proximity order according to user's actual location
- Locations & Hours section allows for direct calling and provides maps and directions

If a patron finds a book or item of interest at a store or online, BookLook enables you to see if the Library owns it and then place a hold.

Mobile OS	Downloads
Android	15,311
iPad	4,261
iPhone	12,523
iPod touch	478
Windows 8	212
Windows Phone	250
Total:	33,044



Main Menu Channel	Visits
My Account	1,770,268
Catalog Search	1,684,606
eBooks & eAudiobooks *	2,130
Digital Media	30,201
New & Notable Titles	24,400
Locations and Hours	27,397
Events	5,293
Online Learning	107
eResources	3,056
BookLook&ISBN Search *	1,519
Digital Magazines *	1,746
EBSCO Databases *	256
Facebook *	108
Social Media	1,758
Twitter *	33
Ask Us	1,352
Pay Fines	14
Total:	3,554,244

Mr. Jennings said that as the dust clears from the 2018-2019 biennium budget process in Columbus, it appears that Ohio library funding will be set at 1.68% of the undedicated General Revenue Fund (GRF) for the next two state fiscal years. For the last biennium (July, 2015 – June, 2017) the Public Library Fund (PLF) had received 1.7% of the GRF.

Mr. Jennings added that permanent law sets the PLF at 1.66%, so the new percentage essentially splits the difference between what the Library has been receiving and the permanent law number. Unfortunately, what is arguably a small reduction compounds the reduction in the PLF the Library has seen over the past nine months; loss of state revenue has resulted in reduced allocation to the PLF.

The Library has been cautious in budgeting the PLF revenue in 2017, using a number that was significantly lower than state estimates because revenue was already declining in the second half of 2016. This further reduction will likely mean that the 2017 Year end PLF revenue will be several hundred thousand dollars below the budgeted estimate.

Mr. Jennings added that of the increased property tax levy revenue since 2016, the Library's ability to deal with this PLF reduction is dramatically stronger than the period from 2008-2015. Additionally, the Library appears to be running slightly ahead in some other revenue line items so far in 2017. So, this most recent reduction will not affect operations in any way, but instead may have a more cumulative effect over the next five to ten years if state funding continues in this fashion.

The Board then discussed a recent article in the Akron Beacon Journal by columnist Bob Dyer concerning a reader's perception that the Library was failing to provide computer access and building cooling. The discussion included questions about some of the details in the article, and the Library responses to those questions. No action was taken from the discussion.

DISCUSSION OF
BEACON JOURNAL
ARTICLE

Having completed the agenda, Mrs. Adair adjourned the meeting at 5:40 pm.

ADJOURNMENT

President

Secretary