

AKRON-SUMMIT COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
JULY 30, 2015
ROBERT OTTERMAN COMMUNITY ROOM
ELLETT BRANCH LIBRARY

President William D. Rich called the meeting of the Board of Trustees of the Akron-Summit County Public Library to order at 4:08 pm at the Ellett Branch Library. The following members of the Board answered the roll call: Lolita Adair, William D. Rich, Bernard Rochford, and Ray Weber. Mark Jackson, Sr., and John Frola, Jr., were absent. Present from Library staff were David Jennings, Michelle Scarpitti, Brian Burch, Carrie Burrier, Kristin Henry, Eileen Herbert, Ann Hutchison, Lisa Peercy, Carl Roxbury and Barb White.

Mr. Rochford moved, seconded by Mrs. Adair, to adopt the agenda for the July 30, 2015 meeting. The roll call vote followed: Mrs. Adair, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion carried. 15-52
AGENDA

Mr. Weber moved, seconded by Mrs. Adair, to adopt the minutes of the June 25, 2015 meeting. The roll call vote followed: Mrs. Adair, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion carried. 15-53
JUNE MEETING
MINUTES

Mr. Rich expressed appreciation to the Ellett staff for hosting the July board meeting. PRESIDENT'S
REMARKS

Mr. Jennings introduced Brian Burch, the Manager of the Ellett Branch.

Michelle Scarpitti, Fiscal Officer, presented the financial report for June 2015.

[The financial report is appended to the minutes.]

Mr. Rochford moved, seconded by Mr. Weber, to adopt the June 2015 financial report. The roll call vote followed: Mrs. Adair, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion carried. 15-54
JUNE
FINANCIAL
REPORT

Ms. Scarpitti presented the donor/gift list and reported that in June the Library received \$700.00 in monetary donations. In addition, there were four pages of materials donations.

Mrs. Adair moved, seconded by Mr. Weber, acceptance of the donor/gift list with great appreciation. The roll call vote followed: Mrs. Adair, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion carried. 15-55
DONOR/GIFT
LIST

Ms. Scarpitti presented the investment report for June 2015.

[The investment report is appended to the minutes.]

Ms. Scarpitti and Mr. Jennings informed the Board of the recent action by Fitch Ratings that affirmed the Library's bond rating as AA- (same rating since 2011). This solid bond rating reflects confidence in the Library's ability to pay off the debt used to finance the Library's building program, which was approved by voters in 1997. That

bond issue will be paid off in 2020, with .7 mills in property tax then removed from homeowners' tax duplicates.

Lisa Peercy presented the June 2015 Personnel Report with the following change: the third name from the bottom in Selections, Stephen Washington, should be deleted.

**AKRON-SUMMIT COUNTY PUBLIC LIBRARY
Personnel Report – July 2015**

RESIGNATIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Brown, Tasha	Student Assistant	07.10.15	Business & Government
Edwards, Chris	Facility Systems Technician	07.31.15	Facilities Services
Hackett, Andrew	Health and Safety Assistant	07.29.15	Facilities Services
Htun, Zachary	Student Assistant	08.08.15	Northwest Akron
Rogers, Rachel	Student Assistant	07.02.15	Northwest Akron
Theodore, Lena	Student Assistant	07.29.15	Portage Lakes
Vanca, Lynn	Substitute Librarian	07.20.15	General Manager's Office

SELECTIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Adams, Gloria	Substitute Public Service Assistant I Substitute Librarian	07.23.15	General Manager's Office
Braman, Kevin	Network Administrator	07.27.15	Information Technology
Burns, Matthew	Student Assistant	07.27.15	Nordonia Hills
Carson, Samantha	Substitute Public Service Assistant I	07.23.15	General Manager's Office
Davis, Minyonne	Student Assistant	07.13.15	YSO/Teen
Goddard, Jacquelyn	Public Service Assistant III	07.27.15	Children's Library
Keith, Nathan	Public Service Assistant I	08.10.15	Circulation
Kuban, Noreen	Substitute Public Service Assistant I	07.23.15	General Manager's Office
Lewis, Kristy	Student Assistant	07.13.15	Portage Lakes
Marchetta, Amanda	Student Assistant	07.27.15	Fairlawn-Bath
Martic, Sanya	Student Assistant	07.27.15	Firestone Park
Rastatter, Julia	Student Assistant	07.27.15	Nordonia Hills
Siegfried, Jan	Substitute Public Service Assistant I	07.23.15	General Manager's Office
Washington, Stephen	MicroBusiness Specialist	07.27.15	Business & Government
Wood, Shannon	Librarian (Adult Services)	08.03.15	Nordonia Hills
Wray, Stephen	Student Assistant	07.27.15	Goodyear

CHANGE OF STATUS: (Promotion)

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Jenkins, Trevor	Student Assistant (1/1) \$8.10/hr Public Service Assistant I (6/1) \$12.87/hr	07.13.15	Firestone Park Circulation

CHANGE OF STATUS: (Transfer)

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Thomas, June	Public Service Assistant II Public Service Assistant II	07.27.15	Children's Library Goodyear

SEPARATION OF EMPLOYMENT: (Job Abandonment)

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Ballew, Jeremy	Student Assistant	06.17.15	Goodyear

NUMBER OF STAFF MEMBERS

	<u>07.19.12</u>	<u>07.18.13</u>	<u>07.11.14</u>	<u>07.17.15</u>
Full-Time Staff:	261	258	255	245
Part-Time/Job-Share Staff:	38	40	47	45
Student Assistants:	84	93	81	83
Total number of Staff:	383	391	383	373
Full-Time Equivalents	293	295	292	282

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. Weber moved, seconded by Mr. Rochford, to adopt the Personnel Report with the deletion of Stephen Washington under Selections. The roll call vote followed: Mrs. Adair, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion carried.

15-56
PERSONNEL
REPORT

Mr. Jennings announced that the State’s General Assembly passed the 2016/2017 Biennium Budget in June, and with the Governor’s signing, it is now in effect going forward through June 30, 2017.

DIRECTOR’S
REPORT

For public libraries in Ohio, the budget contained both positive and negative factors: first, the legislation increased the percentage of the undesignated General Revenue Fund (GRF) for distribution through the Public Library Fund (PLF) from 1.66% to 1.70%. This change projects to an additional \$10 million in the PLF for each year in the biennium.

STATE
FUNDING
UPDATE

Unfortunately, this projected gain in funding is essentially cancelled out by the reduction in the personal income tax also included in the budget. Other tax changes that reduced GRF revenue (small business tax relief) will affect the PLF negatively, while others that will increase GRF revenue (cigarette tax increase) will have a positive effect on the amount distributed to public libraries via the PLF.

Although the overall effect of the various budget components will likely reduce the PLF slightly, the best news in this budget is that due to an economic upturn in Ohio, significant positive growth in the PLF is projected (original 2015 est. \$359 million; revised 2015 est. \$372 million; 2016/2017 est. \$380 - \$400 million). An increase in the PLF of \$10 million translates to about \$300,000 more distributed to the Library.

This week the Ohio Department of Taxation released a newly revised estimate for the PLF for calendar year 2016 at \$385 million. The Library has an optimistic outlook for state funding next year, with a PLF estimate not seen since before 2009.

Mr. Jennings reminded the Board that in June the meeting room policy changed to allow meetings of political campaign committees and groups in Library facilities at no charge. Such groups had previously been prohibited from meeting in the branches.

MEETING
ROOM
POLICY

Parameters for such meetings included in the revised policy are: all meetings are open to the public; each group is limited to one meeting per month at each location; solicitation of campaign contributions is prohibited; meeting activities and materials must

remain in the meeting room, with no activity in adjacent parts of the Library building or grounds.

This change has been embraced quickly by local primary election candidates, with eleven meetings of Akron mayoral candidates already scheduled. The Library anticipates that all of the Akron mayoral candidates will hold meetings in the Library’s facilities, along with candidates from Akron City Council ward races and other campaigns in the Library’s service area. Based on conversations with several candidates and campaign people, this is a welcome and appreciated change that should assist voters in knowing more about candidates as the election approaches.

Mr. Jennings reported that the Library’s Geek Fest & Mini Comic Con was held on July 25, 2015. Attendance at this celebration of imagination was estimated at approximately 1,000 people. GEEK FEST

Mr. Rich announced a Building & Grounds Committee meeting was held. The report follows:

**Akron-Summit County Public Library
Buildings & Grounds Committee Meeting
July 30, 2015**

The Buildings & Grounds Committee met on Thursday, July 30, 2015 at the Ellet Branch Library.

Committee Chair Lolita Adair called the meeting to order at 3:44 pm with committee members Ray Weber and William D. Rich in attendance. Also attending the meeting were Library staff David Jennings, Carl Roxbury, and Ellet Branch Manager Brian Burch.

Mr. Weber moved for the adoption of the agenda. All committee members present voted aye.

In the first item on the agenda, Mr. Jennings presented draft language to be included in the final Highland Square Easement Plat Agreement. This easement with the city of Akron allows them to install utilities, lighting, and sidewalk in the narrow strip of property between our Highland Square Branch Library and the new building to the east being constructed by owner Manny Nemer. All of the work has already been done by the city, and the agreement’s language states that the city will be responsible for ensuring that maintenance of this area is performed.

Mr. Weber moved to adopt the recommended language for the final easement plat agreement, seconded by Mrs. Adair. All committee members present voted aye, and this comes as a recommendation to the Board.

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

The next item on the agenda was the renewal of the lease for the Coffee Pot Café at Main Library. Mr. Jennings explained that Coffee Pot has been in business at Main Library for one year and they are slowly growing that business. He stated that they have been a welcome addition to the Library facility, and have enhanced the atmosphere here with

15-57
EASEMENT
AGREEMENT
HIGHLAND
SQUARE

artwork, plants, and special programs.

Mr. Jennings recommended renewal of the lease with the same terms as the initial version. Mrs. Adair requested that a further analysis of Library costs associated with the café be done before the next renewal period.

Mr. Weber moved to recommend renewal of the lease with the Coffee Pot Café for another year, as presented, seconded by Mr. Rich. All committee members present voted aye, and this comes as a recommendation to the Board.

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

15-58
COFFEE POT
CAFÉ LEASE
RENEWAL

Having no further business, the meeting was adjourned at 3:57 pm.

Mr. Rich reported there were no announcements from Senior Staff.

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

With no further business, Mr. Rich adjourned the meeting at 4:40 pm.

ADJOURNMENT

President

Secretary