

AKRON-SUMMIT COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
MARCH 27, 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 4:03 pm at Main Library. The following members of the Board answered the roll call: Lolita Adair, Sandra Auburn, Mark Jackson, Sr., William D. Rich, Bernard Rochford, and Ray Weber. John Frola, Jr., was absent. Present from Library staff were David Jennings, Michelle Scarpitti, Carla Davis, Eileen Herbert, Pam Hickson-Stevenson, Ann Hutchison, Vickie King, Lisa Percy, Carl Roxbury, and Ariel Sawyer.

Mr. Rochford moved, seconded by Mr. Weber, to adopt the agenda for the March 27, 2014 meeting. The roll call vote followed: Mrs. Adair, Dr. Auburn, Mr. Jackson, Mr. Rich, Mr. Rochford and Mr. Weber all voted aye. The motion carried. 14-19
AGENDA

Dr. Auburn moved, seconded by Mrs. Adair, to adopt the minutes of the February 27, 2014 meeting. Mr. Rich asked for discussion. Mrs. Adair stated that on page 1, paragraph 2 should read “the agenda for the February 27, 2014 meeting.” Also, Mr. Rich added that on page 4, paragraph 1 should include “and Mr. Jennings agreed.” The roll call vote followed to adopt the minutes as amended: Mrs. Adair, Mr. Jackson, Mr. Rich, Mr. Rochford and Mr. Weber all voted aye. Dr. Auburn abstained. The motion carried. 14-20
FEBRUARY
MEETING MINUTES

Mr. Rich remarked that he continues to be impressed by all the programming that is being done by the staff at Main and especially at the various branches. PRESIDENTS
REMARKS

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

[The financial report is appended to the minutes.]

Mrs. Adair moved, seconded by Mr. Weber, to adopt the financial report for February 2014. The roll call vote followed: Mrs. Adair, Dr. Auburn, Mr. Jackson, Mr. Rich, Mr. Rochford and Mr. Weber all voted aye. The motion carried. 14-21
FEBRUARY
FINANCIAL
REPORT

Ms. Scarpitti presented the donor/gift list and reported that in February the Library received \$100 in monetary donations. In addition, there were three pages of material donations. Dr. Auburn moved, seconded by Mrs. Adair, acceptance of the donor/gift list with great appreciation. The roll call vote followed: Mrs. Adair, Dr. Auburn, Mr. Jackson, Mr. Rich, Mr. Rochford and Mr. Weber all voted aye. The motion carried. 14-22
DONOR/GIFT LIST

Ms. Scarpitti presented the investment report for February 2014.

[The investment report is appended to the minutes.]

Lisa Peercy, Human Resources Director, presented the Personnel Report for March 2014. She reported that there is a change to the report. Under Selections, Patricia Cooke had accepted a starting date of 3/24/14, but then she discovered a class conflict. Ms. Cooke is now delaying her start date to 5/12/14.

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

RESIGNATIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Hughes, Ian	Student Assistant	03.31.14	Tallmadge
Whitehurst, Jane	Librarian	03.31.14	Northwest Akron

SELECTIONS:

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Archer, Justin	Student Assistant	02.24.14	Norton
Cooke, Patricia	Student Assistant	05.12.14	Northwest Akron
Dunkler, Emily	Student Assistant	02.24.14	Norton
Nicholson, Carmella	Substitute Public Service Assistant	02.24.14	General Managers Office

CHANGE OF STATUS:

Harrison, Linda	Administrative Assistant FMLA (without pay)	02.28.14	General Managers Office
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CHANGE OF STATUS:(Promotion)

<u>Employee</u>	<u>Classification</u>	<u>Date</u>	<u>Agency</u>
Rosenberger, Sarah	Teen Librarian \$19.37 (11/1A)		Youth Services Office
	Assistant Youth Services Coordinator \$21.12 (12/1)	03.03.14	same

NUMBER OF STAFF MEMBERS

	<u>03.15.11</u>	<u>03.15.12</u>	<u>03.15.13</u>	<u>03.18.14</u>
Full-Time Staff:	268	266	262	254
Part-Time/Job-Share Staff:	48	43	34	45
Student Assistants:	78	78	89	89
Total number of Staff:	414	394	387	382
Full-Time Equivalents	304	299	294	292

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. Jackson moved, seconded by Mr. Rochford, adoption of the Personnel Report. The roll call vote followed: Mrs. Adair, Dr. Auburn, Mr. Jackson, Mr. Rich, Mr. Rochford and Mr. Weber all voted aye. The motion carried.</p>	<p>14-23 PERSONNEL REPORT</p>
<p>Mr. Jennings introduced Ned DeLamatre from the League of Women Voters. He reported Mr. DeLamatre's attendance today was as an observer.</p>	<p>DIRECTOR'S REPORT</p>
<p>Mr. Jennings reported that the Ohio House of Representatives has developed and introduced 14 different bills that address the issues proposed in Governor Kasich's Mid-Budget Review (MBR). The Ohio Library Council expects an amendment to be introduced to one of these bills to partially restore the funding formula of the Public Library Fund (PLF). The PLF had received 2.22% of the state's General Revenue Fund (GRF) prior to the recession, but this was reduced to 1.66% under current law. The proposed amendment will seek to have the PLF receive 2.0% of the GRF, recouping about 60% of the annual state funding for public libraries lost since 2009.</p>	<p>STATE FUNDING</p>
<p>Mr. Jennings said that he and Pam Hickson-Stevenson will be attending the Ohio Library Council's annual legislative day on Wednesday, April 2, meeting with each of the area's legislative delegation to discuss this proposed percentage change for the Public Library Fund. He said for the library system, such a change in PLF percentage would mean recouping about \$2.3 million per year of the \$3.5 million in annual state funding lost since 2009. The higher percentage will also help libraries deal with any further changes in the state's tax system, and the sometimes variable effects of those changes on the General Revenue Fund.</p>	
<p>Mr. Jennings stated that OLC is cautiously optimistic about the chances of this amendment passing, as libraries have broad support in the General Assembly. He met individually with four of the legislators in February about library funding, and the library systems clearly have advocates in Columbus. How that translates into restoration of lost funding remains to be seen. House Speaker Batchelder has also indicated that some of the tax-related bills will take significant time for discussion and examination.</p>	
<p>Mr. Jennings said that the Library is once again supporting the Akron-Canton Regional Foodbank's annual Harvest for Hunger Campaign. There are food donation receptacles at each branch facility and at Main Library. The collection period will run through mid-April.</p>	<p>HARVEST FOR HUNGER</p>
<p>Mr. Jennings reported there has been some progress on revising procedures and parameters concerning fine waivers, but the Library's current software is not equipped to provide a technological solution to this issue. The fluid staff work flow at service desks further complicates this matter. The Library is investigating practices used at other libraries regarding authority, fine thresholds, and record-keeping to assist in developing the most workable approach.</p>	<p>FINES</p>
<p>Mr. Jennings reported some progress has been made with a prospective café operator. He said in April, a Building & Grounds Committee meeting will be scheduled.</p>	<p>CAFE</p>

Mr. Jennings reported that the payroll dated March 27, compared to a year ago, shows \$14,000 less in payroll salaries. Specifically he noted the use of Substitutes hours, that went from \$5,300 in 2013 to \$2,100 in 2014, a difference of \$3,200. Also, Student Assistant expenditures went from \$18,375 in 2013 to \$15,896 in 2014, a difference of \$2,479. He reported that when extrapolated over the course of a year, these two areas of the payroll alone reflect close to \$170,000 in savings. This type of reduced expenditure was exactly what the Library needed to see from the change in hours.

PAYROLL

Mr. Jennings presented the report of the Finance Committee.

COMMITTEE
REPORTS

**REPORT OF FINANCE COMMITTEE
AKRON-SUMMIT COUNTY PUBLIC LIBRARY
March 24, 2014**

On Monday, March 24, 2014, the Finance Committee met in the Board Room of Main Library. The meeting was called to order at 4:08 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.

Mr. Jennings and Ms. Scarpitti then presented the proposed 2014 Permanent Budget. They noted no changes in estimated General Fund revenue since the Temporary Budget was passed in December, 2013. Our 2013 unencumbered carryover was approximately \$92,000 higher than originally estimated. We allocated this additional amount among various expense line items, including the Contingency line, resulting in an overall increase of \$91,926 in the proposed General Fund Permanent Budget. Subsequent Committee discussion focused on efforts being made to increase the Public Library Fund in the state budget.

Dr. Auburn then moved to recommend adoption of the 2014 Permanent Budget. Mr. Weber seconded the motion. All committee members voted aye and this comes as a recommendation to the Board.

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

14-24
2014 ADOPTION
PERMANENT
BUDGET

The next item on the agenda was a discussion of the Library's 1.4 mill property tax levy. 2015 is the last collection year for this levy. After discussing the timing of the next ballot issue, the consensus of the committee was to plan for a levy campaign for the Spring Primary Election in 2015. This is with recognition and understanding that 2015 may be a tight year financially.

The final item for committee discussion was an idea to generate donations to the Library's endowment fund at the Akron Community Foundation by celebrating the Library's 140th anniversary. The sense of the discussion was positive toward this concept, and Mr. Jennings will return to the Board with a written plan to pursue this in the summer of 2014.

With no further business, the meeting adjourned at 5:08 pm.

Pam Hickson-Stevenson reported that with the help of the Special Collections Division at Main Library, the Business & Government staff will be launching a digitization project. For many years, Business & Government has been collecting newspaper articles regarding Akron corporations and businesses. This is a treasure trove of historical information and the project will be to digitize those clippings to make them more available and to preserve them. Also, she mentioned that the Culture & AV division is taking the lead in the Library's involvement with the Summit County Arts & Culture community initiative.

REPORT FROM
SENIOR STAFF

Regarding NatureConnect, the Library's effort to bring a greater connection and deeper appreciation of nature to patrons, many of the branches have engaged in outdoor programs, like gardening, etc. The Science & Technology staff at Main Library is participating in a program "Celebrate Urban Birds." This is a citizen's science program that has been developed by the Cornell Lab of Ornithology, which is very well known in birding circles. This group will meet each Thursday, at 12:15 pm.

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

PUBLIC
PARTICIPATION

There being no further business, Mr. Rich adjourned the meeting at 4:44 pm.

ADJOURNMENT

President

Secretary