

AKRON-SUMMIT COUNTY PUBLIC LIBRARY  
 BOARD OF TRUSTEES  
 REGULAR BOARD MEETING  
 MARCH 30, 2023

President Angela Neeley called the regular meeting of the Board of Trustees of the Akron-Summit County Public Library to order at 4:32 pm in the Lolita K. Adair Board Room of the Main Library. The following members of the Board answered the roll call: James Casey, John Frola, Angela Neeley, William Rich, and Bernie Rochford. Joseph Ferrise and Ray Weber were absent. Present from Library staff were Pamela Hickson-Stevenson, Michelle Scarpitti, Michelle Alleman, Andrea Cowgar, Mike Derr, Cheryl Engel, Pat Manning, Brett Neff, Aris Nelson, Heather Otto, Pam Plumley, Peter Schantz, and Val Sherman.

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| <p>Mr. Rochford moved, seconded by Mr. Frola, to adopt the March 30, 2023 agenda. The motion was adopted without dissent.</p>   | <p>23-25<br/>AGENDA</p>   |
| <p>Mr. Rich moved, seconded by Mr. Rochford, to adopt the minutes of the February 23, 2023 Board Meeting. The motion was adopted without dissent.</p>   | <p>23-26<br/>FEBRUARY<br/>REGULAR BOARD<br/>MEETING<br/>MINUTES</p> |
| <p>Ms. Neeley thanked the Board Members for agreeing to serve on committees and to Pamela Hickson-Stevenson for all the work she and her staff did to supply the salary report information.</p>   | <p>PRESIDENT'S<br/>REMARKS</p>                                      |
| <p>Michelle Scarpitti, Fiscal Officer, presented the executive summary and financial report for February 2023. The Library began to receive the advances for the first half real estate tax levy settlement. The Library should begin to receive the second half settlement in July or August.</p>  | <p>FEBRUARY 2023<br/>FINANCIAL<br/>REPORT</p>                       |
| <p>Mr. Rich moved, seconded by Mr. Frola, to adopt the financial report for February 2023. The motion was adopted without dissent</p>   | <p>23-27<br/>ADOPTION OF<br/>FINANCIAL<br/>REPORT</p>               |
| <p>Ms. Scarpitti stated that, since the last meeting, the Library had received \$2,911.42 in monetary donations, and one and a fourth pages of other donations.</p>   | <p>DONOR/GIFT LIST</p>  |
| <p>Mr. Rochford moved, seconded by Mr. Casey, to accept the donations with great appreciation. The motion was adopted without dissent.</p>  | <p>23-28<br/>DONATIONS &amp;<br/>GIFTS</p>                          |
| <p>Ms. Scarpitti presented the January investment report, which showed the Library received \$62,521.30 of interest, with approximately 64% of it credited to the General Fund. A CD matured at Fifth Third Bank and was included in Fifth Third Securities. She also highlighted a transfer from Star Ohio to the Huntington Main account.</p> | <p>FEBRUARY 2023<br/>INVESTMENT<br/>REPORT</p>                      |
| <p>Heather Otto, Human Resources Director, presented the personnel report for March. She stated there were no changes to the report.</p>  | <p>PERSONNEL<br/>REPORT</p>   |

**AKRON-SUMMIT COUNTY PUBLIC LIBRARY**  
**Personnel Report – March 2023**

**RESIGNATIONS:**

<b><u>Employee</u></b>	<b><u>Classification</u></b>	<b><u>Date</u></b>	<b><u>Agency</u></b>
Garver-Hughes, Macy	Student Assistant	02/25/2023	Highland Square
Jovicic, Djordje	Student Assistant	02/28/2023	BG&S
Kerr, Emily	Public Service Assistant II	02/22/2023	Mogadore
Sachs, Abigail	Technical Services Assistant	03/03/2023	Technical Services
Scaccio, Zara	Student Assistant	03/10/2023	Tallmadge
Wallace, Alicia	Student Assistant	03/16/2023	Children's & Teen
Whanger, Halle	Student Assistant	02/22/2023	Green

**SELECTIONS:**

Baley, Jon	Public Service Assistant II	02/27/2023	Odom
Brown, Ebony	Student Assistant	02/13/2023	Firestone Park
Calmese, Hayden	Student Assistant	02/27/2023	Highland Square
Cecil, Malaky	Public Service Assistant II	02/27/2023	BG&S
DiMascio, Lidia	Student Assistant	03/13/2023	Green
Fulkman, Benjamin	Public Service Assistant II	03/13/2023	Green
Grigsby, Kenna	Student Assistant	02/27/2023	Kenmore
Haywood, Deshani	Student Assistant	02/27/2023	BG&S
Holland, DeAndre	Akron Police Officer	02/22/2023	APD/Security
Jalics, Janos	Substitute Public Service Assistant	02/27/2023	Public Services Office
James, Tyler	Public Service Assistant II	03/13/2023	Mobile Services
Kemp, Arianna	Student Assistant	02/27/2023	Odom
Lloyd, Kevin	Public Service Assistant II	03/13/2023	Mobile Services
McCord, Ann	Public Service Assistant II	03/13/2023	Mobile Service
Mitchell, Ellen	Substitute Public Service Assistant	02/27/2023	Public Services Office
Morris, Zahara	Student Assistant	02/27/2023	Goodyear
Mortimer, Jack	Public Service Assistant II	02/27/2023	Portage Lakes
Slaby, Ava	Student Assistant	02/27/2023	Fairlawn-Bath

**SELECTIONS (CONTINUED):**

Steffey, Chanda	Accounting Assistant	03/13/2023	Business Office
Teeter, Pamela	Substitute PSA	02/10/2023	Public Services Office
Warren, Natalie	Public Service Assistant II	02/27/2023	Odom
Woods, Oliva	Public Service Assistant II	02/27/2023	Maple Valley

**CHANGE OF CLASSIFICATION (STATUS)/TRANSFER:**

Ellis, Jessica	Early Childhood Librarian From Job-Share to Part-Time (30 hrs.)	02/13/2023	Fairlawn-Bath
Chilton, Andrea	Public Service Assistant II From Part-Time to Full-Time	02/27/2023	Nordonia Hills
Sann, Mie Mie	Technology Trainer From Full-Time to Part-Time	03/13/2023	Electronic Services
Wilson, Kaila	Public Service Assistant II From Full-Time to Part-Time	02/27/2023	Nordonia Hills

**NUMBER OF EMPLOYEES**

	<b>06.16.09</b>	<b>06.09.10</b>	<b>03.18.19</b>	<b>03.20.20</b>	<b>03.15.21</b>	<b>03.15.22</b>	<b>03.22.23</b>
Full-Time Staff:	291	270	273	267	253	250	255
80 Hrs. Exempt:					43	40	43
75 Hrs. Non-Exempt:					210	210	212
Part-time/Job-Share Staff:	68	54	50	45	37	47	43
Student Assistants:	86	73	73	79	51	46	56
Total number of Staff:	445	397	396	391	341	343	354
Full-Time Equivalents:	339	307	308	302	277	278	284

**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. Frola, adoption of the personnel report. 23-29  
The motion was adopted without dissent. PERSONNEL REPORT

Ms. Hickson-Stevenson gave an update on the status of both House Bill 33 EXECUTIVE  
(HB 33) (State Budget) and HB 1 (Tax Reform). Members of the Ohio Library DIRECTOR'S  
Council (OLC) staff gave testimony at an Ohio House Ways & Means Committee. REPORT  
Ms. Hickson-Stevenson submitted written testimony that OLC sent to the  
Committee. Ms. Hickson-Stevenson wanted to emphasize the role the Library plays HOUSE BILL 33  
in the community. She also mentioned the Library's capital needs. Additionally, she AND  
reported there seems to be less appetite for pursuing the provisions related to HOUSE BILL 1  
property taxes.

Library staff and trustees from around Ohio will be heading to Columbus on LIBRARY  
April 26 for Library Legislative Day. Ms. Hickson-Stevenson will be contacting LEGISLATIVE DAY

Board members to verify who is able to attend. The OLC has planned a luncheon on Legislative Day. Members of the House may approve their budget bill by that date. Mr. Rich recommended that she contact Trustee Ray Weber to get in touch with some of the Representatives.

The OLC Trustee Dinner for the northern part of Ohio will be held Thursday, May 4 from 6 to 8 pm at the Independence Embassy Suites on Rockside Road. The special guest that evening will be State Senator Matt Dolan. All trustees are invited to attend. Mr. Rochford, Ms. Neeley, and Mr. Rich stated they could attend. Ms. Hickson-Stevenson will check with those not present.

OLC TRUSTEE  
DINNER

Ms. Hickson-Stevenson announced that two Board meeting locations had to be changed. The board meeting in April will now be at the Mogadore Branch and the meeting in May will be at the Green Branch.

MEETING  
LOCATION  
CHANGES

Ms. Hickson-Stevenson read the report for the Finance Committee Meeting.

*REPORT OF FINANCE COMMITTEE MEETING*  
*March 30, 2023 4:00 pm*

FINANCE  
COMMITTEE  
REPORT

*The Finance Committee of the Akron-Summit County Public Library met on Monday, March 30, 2023 in the Lolita K. Adair Board Room at Main Library. Committee Chair John Frola called the meeting to order at 4:05 pm. Also in attendance were Committee members James Casey and Angela Neeley along with Board member Bernie Rochford and Library staff members Pam Hickson-Stevenson, Michelle Scarpitti, and Michelle Alleman.*

*Mr. Casey moved, seconded by Ms. Neeley, to adopt the agenda as presented. The motion was adopted without dissent.*

*Ms. Scarpitti presented the proposed 2023 Permanent Appropriations and budget worksheets. Between the temporary budget and permanent budget, there was a net negative change of approximately \$250,000, which is due to a revised Certificate of Estimated Resources from the County. She pointed out the adjustments made to account for the reduced certification.*

*Mr. Casey moved, seconded by Ms. Neeley, to recommend to the Board of Trustees adoption of the 2023 Permanent Appropriations as presented. The motion was adopted without dissent, and this comes as a recommendation to the board.*

23-30  
2023 PERMANENT  
APPROPRIATIONS

With no questions or discussion, the motion to adopt the 2023 Permanent Appropriations was adopted without dissent.

*Having no further business, Mr. Frola declared the meeting adjourned at 4:14 pm.*

*Pam Hickson-Stevenson*  
*Executive Director*

Mr. Rochford read the report of the Personnel Committee meeting.

*REPORT OF PERSONNEL COMMITTEE MEETING  
March 23, 2023 4:00 PM*

PERSONNEL  
COMMITTEE  
REPORT

*On Thursday, March 23, 2023, the Personnel Committee of the Akron-Summit County Public Library met in the Lolita K. Adair Board Room at Main Library. Committee Chair Bernie Rochford called the meeting to order at 4:02 pm. Also in attendance were Committee members Angela Neeley, William Rich, and Ray Weber. Library staff members Pam Hickson-Stevenson, Heather Otto, and Michelle Scarpitti attended as well.*

*Mr. Rich moved, seconded by Mr. Weber, to adopt the agenda as distributed. The motion was adopted without dissent.*

*Ms. Hickson-Stevenson provided an overview of the materials in the packet sent to trustees before the meeting. A number of documents were provided, including job descriptions for the Executive Director and Fiscal Officer, a spreadsheet comparison of the Executive Director and Fiscal Officer compensation with same or similar positions in Ohio's metro libraries, the ASCPL 2023 salary schedule, and information on OPERS pick-up plans.*

*At 4:31 pm, Mr. Rich moved, seconded by Mr. Weber, to enter executive session to consider the compensation of the Executive Director and Fiscal Officer. Ms. Neeley, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion was adopted without dissent.*

*The Personnel Committee returned to open session at 5:23 pm.*

*Ms. Neeley moved, seconded by Mr. Rich, to recommend to the Board to increase the Executive Director's salary to \$155,000 and to expand professional memberships to include ATHENA Akron and Leadership Akron. Ms. Neeley, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion was adopted without dissent, and this now comes as a recommendation to the Board.*

Mr. Rochford commented that the Committee members discussed the topic of compensation during the executive session at length and agreed that the Library has compensated the Executive Director and Fiscal Officer by quite a bit less than Ohio's other metro libraries for the same positions. Mr. Rochford added that those two positions were not included in the salary and compensation study recommendations.

With no further discussion and without dissent, the Board adopted the Personnel Committee's recommendation to increase the Executive Director's salary to \$155,000 and to expand professional memberships to include ATHENA Akron and Leadership Akron.

23-31  
EXECUTIVE  
DIRECTOR'S  
SALARY

*Ms. Neeley moved, seconded by Mr. Rich, to recommend to the Board to increase the Fiscal Officer's salary to \$113,000 and to expand professional memberships to include Ohio GFOA, National GFOA, and OAPT. Ms. Neeley, Mr. Rich, Mr. Rochford, and Mr. Weber all voted aye. The motion was adopted without dissent, and this now comes as a recommendation to the Board.*

Mr. Rich stated that the comments Mr. Rochford made before the vote on the Executive Director's salary apply to the Fiscal Officer as well. With no further discussion and without dissent, the Board adopted the Personnel Committee's recommendation to increase the Fiscal Officer's salary to \$113,000 and to expand professional memberships to include Ohio GFOA, National GFOA, and OAPT.

23-32  
FISCAL OFFICER'S  
SALARY

*Mr. Rochford adjourned the meeting at 5:24 pm.*

*Pam Hickson-Stevenson, Executive Director*

Ms. Hickson-Stevenson and Ms. Scarpitti both expressed their thanks to the Board.

There was no new business.

NEW BUSINESS

Michelle Alleman, Deputy Director, gave a Community Engagement update on the newly developed Women's + Resource Center. Summa Health approached the Library to help establish the Center. Retired Deputy Director Barb White began the work with Val Sherman, Collection Development Coordinator, and Monique Mason, Business, Government and Science Division Manager. The staff visited the space at Summa, made suggestions for furniture and layout, and began discussing a signature collection for the Center. The Center is an area to support women employees and members of the community through advocacy and education, with a commitment to the community and a goal to lead and support efforts for equity. Summa Health wanted to create a space for the needs of women and to encourage professional development with a goal of increasing the percentage of women in administrative positions. The Library curated a signature collection of 100 books, which arrived and were in place for the grand opening. For the first two years, the area will be open to staff only, but then it will be open to the community. Summa will be sharing usage numbers with the Library, which can be included in the yearly statistics.

ADMINISTRATIVE  
TEAM REPORT

There were no requests for public participation.

PUBLIC  
PARTICIPATION

Mr. Rochford reminded everyone that the Joe Augustine Trio is performing in the auditorium this Sunday, April 2 at 2:00 pm. He stated he and his wife enjoyed it greatly last year and were looking forward to seeing them again.

FOR THE GOOD OF  
THE ORDER

The meeting adjourned at 5:05 pm.

ADJOURNMENT

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President

\_\_\_\_\_  
Secretary

