

Trustees Regular Meeting

Documenter name: Britt Oliver

Agency: Akron-Summit County Public Library

Date: Aug. 29, 2024

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Summary

- Akron-Summit County Public Library's [Kenmore Branch](#) keeps community members connected to the area's music scene. Branch Manager Wendy Zarara continues to integrate music into the library with innovative concert experiences such as *Sounds of Akron*.
- On Sept. 6, the [Better Kenmore CDC](#) will host First Friday. The Kenmore Branch will convert shared spaces such as the community room and parking lot to increase engagement. Going forward, plans are in the works for dance performances and a holiday open house.
- [Bostwick Design Partnership](#) has been selected as the architectural firm for the Akron Summit County Public Library space programming initiative; \$217,830 is the proposed cost for minor adaptations to allow each branch to adapt to public needs. According to Library [Executive Director Pam Hickson-Stevenson](#), the goal of the project is to increase space utilization.
- The Summer Reading Program achieved the highest participation numbers on written record. This summer, 7,000 community members took part in the program. A survey revealed mostly positive reviews regarding the overall experience.

Follow-Up Questions

- What is the final estimated cost of the proposed updates to ASCPL buildings?
- How are other ASCPL branches increasing community engagement?

Notes

Roll call

- Five of the seven [trustees](#) were present for the meeting:
 - John Frola Jr., Angela Neeley, William D. Rich, Bernie Rochford, Ray Weber

Special presentation- Proclamation for 150 years of service

Presented by Simara Vines, field representative for U.S. Rep. Emilia Sykes

- Vines said ASCPL is one of the largest library districts in the state

Financial report

Presented by Michelle Scarpitti, fiscal officer of the library district

- July 2024 activity
 - Certificate of estimated resources is \$200,000 less than the prior certificate
 - Other revenue will offset that amount to prevent budget adjustments
 - They will know more by the end of September or in October when the final tax settlement comes in
 - Other revenue
 - Largest amount is from taxes
 - Scarpitti said, “We will come out \$160,000 higher than the amount we used in the budget.”
 - The budget reflects slightly less than what is on the certificate to create a small buffer.
- 501 Development Fund
 - Ticket sales from July events and gala donations/sponsorships were added.
 - Expenses were listed in a packet that was sent to trustees before the meeting.
- Donor gift list (since the last meeting 7/25/2024)
 - Monetary donations totaled \$12,153.42. There was also one page of other donations.
- Investment report
 - Interest earnings totaled \$79,385.81
 - 63% was credited to the general fund
 - Online and gala donations are going into the account named *Payroll* because of a new workflow with the payroll account.

Discussion

- Frola asked whether the [Public Library Fund](#) (PLF) was a solid number.
 - Scarpitti said, “If it comes in higher or lower, there is an amended certificate.”

Personnel report

Presented by Human Resources Director Heather Otto

- One promotion of a McDowell Scholar
- One retirement to announce

Discussion

- Weber asked why we classify personnel as casual shelveers.
 - Otto explained this term defines team members who
 - come onboard on an as-needed basis
 - allows for a broader candidate pool
 - allows ASCPL to retain student workers while properly classifying them

Executive director report

Presented by Executive Director Pam Hickson-Stevenson

- [Summer Reading Program](#)
 - 7,000 participants
 - Highest participation on written record
 - Participant survey reflected mostly positive comments
 - Hickson-Stevenson said, “Kudos to all of the staff involved in summer reading. It touches just about everybody in the organization.”

Discussion

- Weber asked if ASCPL offers reading skill improvement programs.
 - Hickson-Stevenson talked about programs to support this initiative
 - [Project Learn](#): a basic reading program for adults
 - Storytime: a time for preschool-aged children to hear stories
 - Paws for Reading: a program for children once a month
 - Therapy dogs help foster a space for reading skills
 - Hickson-Stevenson also shared there is a new Adult Services Coordinator role
 - This team member could explore additional reading skill improvement programs

Marketing communications and library services report

Presented by Trustee William Rich

- Stylistic changes to the [Collections Development Policy](#)
 - A discussion of changes took place
 - Members discussed at length the rewording of the following sections
 - Library visitors were referred to as *cardholders* (page 6 of the policy)
 - The trustees agreed to strike *cardholders*
 - A section of the policy regarding the purchase of materials deemed to be *obscene* or *harmful to juveniles* was the center of an intense

discussion.

- Some trustees felt that what would be considered obscene or harmful by some parents might not be considered obscene and harmful by others.
- The trustees agreed to strike verbiage regarding *purchasing collection materials deemed obscene or harmful to juveniles*
- The committee will revisit this section and then come back to the board.

Discussion by trustees regarding bed bugs

- The Barberton branch has experienced an onslaught of cases
- To remove bed bugs from borrowed materials, they are sent through a high-heat process
- Rich recommended developing a customer behavior policy to prevent certain items from coming into the library that could bring in bed bugs

New business- Design firm contract and proposal (motion was approved)

Presented by Hickson-Stevenson and Frola

- Bostwick Design Partnership was selected as the architectural firm to create a space utilization program for several of the ASCPL branches
 - \$217,830 is the proposed cost for the minor adaptations to allow each branch to adapt to public needs
 - There are no major renovations attached to this project
 - The project scope addresses space utilization

Discussion

- Weber asked why the budget had increased from \$60 million to \$70 million
 - Frola said the AIA contract only refers to space programming.
 - Hickson-Stevenson stated the goal is to find the most effective way to spend funds.
 - Any brick-and-mortar design adjustments will incur additional costs.
 - The design proposal has room for community and staff feedback

Administrative team

Presented by Wendy Zarara, [Kenmore Branch Library manager](#)

- Five years ago, Zarara joined the team with the goal of integrating music into the branch. She said that she “Wanted to bring the music in.”
 - Sounds of Akron was a series created to bring music to the Kenmore

Branch

- Zarara said the Kenmore Branch allows community members to borrow ukuleles
- Currently, Zarara is a board member of [Better Kenmore CDC](#)
 - The branch participates in [First Friday](#), (the next one is Sept. 6) which brings thousands of residents and visitors together for live music, food, craft brews, vendors and family fun, according to the website.
 - the community room at the branch will offer a [Quiet Zone](#) for sensory inclusivity
 - the branch parking lot will be a [Kid Zone](#)
- Kenmore Branch future partnerships and events
 - A Mombasa Carnival Dance Troupe performance
 - An open house around the holidays
 - Workshops for making brooms and decorating pies

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