

Minutes
Regular Meeting
February 16, 2016

THE BOARD OF TRUSTEES OF THE CUYAHOGA FALLS LIBRARY and
The William and Margaretta Taylor Memorial Association
REGULAR MEETING

Tuesday, February 16, 2016, 7:00 PM

CALL TO ORDER

Cheryl Bruce called the meeting to order at 7:00 p.m.

ATTENDANCE:

Sandra Krueger, Cheryl Bruce, Deborah Ziccardi, Rebecca Zurava, Wes Johnston, Dick Smith, William Maki, Rick Rubin, Mike Dunton; Fiscal Officer, Susan Finley, and Library Director, Kevin Rosswurm.

Excused: Robert Heydorn

Guests: Mary Ann Kenny and Sue Harden

ADOPTION OF AGENDA

A motion to adopt the agenda as written, with any necessary changes or additions as determined by the President during the meeting, was made by William Maki, seconded by Rick Rubin, and passed unanimously.

ADOPTION OF THE MINUTES

A motion to approve the minutes of the *Regular Meeting* of January 26, 2016 was made by Sandra Krueger, seconded by William Maki, and passed unanimously.

CORRESPONDENCE: None

PUBLIC PARTICIPATION: None

TREASURER'S REPORT

Susan Finley presented the January and February, 2016 bills in the amount of \$338,385.10. A motion to approve payment was made by Deborah Ziccardi, seconded by Dick Smith and passed unanimously.

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Susan Finley presented the various fund balances as of January 31, 2016 as follows:

General Fund	\$ 514,386.60
Building Fund	810,700.13
Endowment	34,628.72
Affleck Scholarship Fund	51,270.39
Underwood Memorial Fund	0.00

CLERK'S BALANCE \$1,410,985.84

The month-to-date Bank Report as follows:

Primary Checking	1,347,256.91
Petty Cash and change	80.00
Star Ohio	63,648.93

TOTAL \$1,410,985.84

Deborah Ziccardi moved to approve the Treasurer's Report, subject to audit; seconded by William Maki. Motion passed unanimously.

COMMITTEE REPORTS

- A. BUILDING: Motion moved by Wes Johnston and seconded by William Maki.

2016-13 MOTION: Move that the Cuyahoga Falls Library Board of Trustees approve Change Order # 12 with R. L. Hill Management, Inc. in the amount of \$17,270.
 Motion passed unanimously.

- B. FINANCE: No report.

- C. FRIENDS OF THE LIBRARY: William Maki is the new liaison with the Friends.

DIRECTOR'S REPORT: Please see written report.

OLD BUSINESS: The Board received an update from Lynda Murray on the search for a new Director. The final date to receive applications is March 4, 2016.

The Board of Trustees will meet Monday, March 14 at 4:00 to review application packets sent by Lynda Murray and to discuss the interview process.

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NEW BUSINESS: The 2016 OLC Trustee Dinner will be held Tuesday, March 22 at the KSU Student Center.

ACCEPTANCE OF GIFTS: None

ADJOURN

The meeting adjourned at 7:44 p.m.

Respectfully Submitted By,

Wes Johnston, Secretary/sf

Approved By,

Cheryl Bruce, Board President

DIRECTOR'S REPORT

February 16, 2016

CUSTOMER SERVICE

While borrowing fell once again, it does seem to be leveling off. There were some highlights. Adult borrowing rose, especially books, audio-books, and magazines. Interest in young adult and children's magazines also increased, as did the number of items borrowed per visitor. Overall adult borrowing rose a bit, young adult borrowing fell slightly, and children's circulation continued to fall.

Even with very limited space we still managed to offer over forty programs for more than 900 people.

PERSONNEL

Krista Kachovec, our new clerk in Circulation Services, will join the staff on February 25. Krista is a KSU graduate and has been working at the Kent Free Library for the past year and a half.

BUILDING AND GROUNDS

The drywall has an initial coat of paint and the ceiling grid is being hung. The lighting will go up soon, as will the steel beam in the new Graefe Room. The basic construction will be finished by the end of the month. It will then take a couple of weeks to assemble the shelving and move the collection. The new furniture will arrive as it becomes available.