

Minutes
Regular Meeting
June 21, 2016

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

Tuesday, June 21, 2016, 7:00 PM

CALL TO ORDER

Dick Smith called the meeting to order at 7:00 p.m.

ATTENDANCE:

Deborah Ziccardi, Dick Smith, Robert Heydorn, Wes Johnston, Rick Rubin, Rebecca Zurava, Tammy Richardson, William Maki, Mike Dunton; Fiscal Officer, Susan Finley, and Library Director, Valerie Kocin.

Excused: Cheryl Bruce and Sandra Krueger

Guests: Mary Ann Kenny, Louis Schott, Rose Ann Murphy; and Steve Wiandt,
Cuyahoga Falls News-Press.

ADOPTION OF AGENDA

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

ADOPTION OF THE MINUTES

A motion to approve the minutes of the *Regular Meeting* of May 17, 2016 was made by Mike Dunton, seconded by Wes Johnston, and passed unanimously.

CORRESPONDENCE: None

PUBLIC PARTICIPATION: None

TREASURER'S REPORT

Susan Finley presented the May and June, 2016 bills in the amount of \$237,398.70. A motion to approve payment was made by Deborah Ziccardi, seconded by Bill Maki, and passed unanimously.

Minutes
Regular Meeting
June 21, 2016

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

General Fund	\$ 761,661.93
Building Fund	99,705.47
Endowment	38,281.10
Affleck Scholarship Fund	51,352.45

CLERK'S BALANCE \$ 951,000.95

The month-to-date Bank Report as follows:

Primary Checking	887,175.77
Petty Cash and change	80.00
Star Ohio	63,745.18

TOTAL \$ 951,000.95

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

COMMITTEE REPORTS

- A. AFFLECK SCHOLARSHIP: No report
- B. ART: No report
- C. BUILDING: No report
- D. FINANCE/AUDIT: Motion moved by Bill Maki and seconded by Rick Rubin.

2016-17 MOTION: Move that the Cuyahoga Falls Library Board of Trustees approve the proposed Summa Care Premier Network Plan for 2016-17, PPO 672040 C & Rx BTR, as outlined by AUI.

Motion passed unanimously.

- E. FRIENDS OF THE LIBRARY: Friends made \$10,500 at their June book sale.
- F. GRAEFE COMMITTEE: No report
- G. RECORDS RETENTION: No report

Minutes
Regular Meeting
June 21, 2016

DIRECTOR'S REPORT: Please see written report.

OLD BUSINESS: None

NEW BUSINESS: None

ACCEPTANCE OF GIFTS: None

ADJOURN

The meeting adjourned at 7:59 p.m.

Respectfully Submitted By,

Wes Johnston, Secretary/sf

Approved By,

Dick Smith, Board Vice-President

DIRECTOR'S REPORT

June 21, 2016

CUSTOMER SERVICE

Library members borrowed over 59,000 items in May. Borrowing from the Children's Room increased. More children's books, playaways, and compact discs were borrowed this May than last. We've added a new Children's product called Playaway Launchpad and it's been well received. Playaway Launchpad is a pre-loaded tablet created just for children. Each Launchpad is preloaded with high-quality, ad-free learning apps.

The library offered 56 adult and young adult programs in May. Of the 560 people in attendance, 100 of them were present for the *Falls Community Chorus* concert. Children's Services spent the month visiting schools and hosting call visits in preparation for the Summer Reading Program.

PERSONNEL

We very recently filled two slots vacated by retirements. The full-time Library Assistant position in Cataloging will be filled by Bart Sullivan, a former library employee. Bart worked in Circulation Services as both a shelver and a clerk and received an MLS from Kent State. He starts work on June 13. Katie Bear will become our new part-time clerk in Cataloging. Katie has worked as a Circulation Services clerk since January, 2015. Katie will start in Cataloging on June 6. We now have a vacant clerk position in Circulation. That job has already been posted and advertised. (KMR)
Director, Valerie Kocin starts work on Wednesday, June 15.

BUILDING AND GROUNDS

The renovation of the lower level is complete, but for two items. We ordered signs for the stacks, they will be installed shortly. Signage for the meetings rooms/restrooms still needs to be ordered.

We will receive an award of about \$800 through the city's Commercial & Industrial Energy Efficiency Program. All that remains is a final inspection. (KMR)