

Minutes
Regular Meeting
August 16, 2016

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

Tuesday, August 16, 2016, 7:00 PM

CALL TO ORDER

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

ATTENDANCE:

Cheryl Bruce, Sandra Krueger, Dick Smith, Robert Heydorn, Rick Rubin, Rebecca Zurava, Tammy Richardson, William Maki, Mike Dunton; Fiscal Officer, Susan Finley, and Library Director, Valerie Kocin.

Excused: Wes Johnston and Deborah Ziccardi

Guests: Mary Ann Kenny, Rose Ann Murphy, Donna Briggs, and David Gruccio .

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 July 19, 2016 was made by Dick Smith, seconded by Robert Heydorn, and passed unanimously.

CORRESPONDENCE: Thank you email from program presenter Neil Zurcher. Patron, Beck Midgal, sent a card thankful for creative library programming and P.E.O group sent a thank you card for the use of a meeting room.

PUBLIC PARTICIPATION: Mr. Gruccio expressed a concern about the noise level in the computer lab and patrons bringing drinks into the library.

TREASURER'S REPORT

Susan Finley presented the July and August, 2016 bills in the amount of \$171,442.15. A motion to approve payment was made by Robert Heydorn, seconded by Rick Rubin and passed unanimously.

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

General Fund	\$ 746,594.73
Building Fund	10,575.14
Endowment	39,809.53
Affleck Scholarship Fund	51,399.69

CLERK'S BALANCE \$ 848,379.09

The month-to-date Bank Report as follows:

Primary Checking	784,498.49
Petty Cash and change	80.00
Star Ohio	63,800.60

TOTAL \$ 848,379.09

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

COMMITTEE REPORTS

- A. AFFLECK SCHOLARSHIP: No report
- B. ART: No report
- C. BUILDING: Committee is interested in maintaining structural integrity of building along with exterior appearance.
- D. FINANCE/AUDIT: No report
- E. FRIENDS OF THE LIBRARY: Friends have temporarily suspended donations and operations due to the library making necessary repairs that affect their work areas.
- F. GRAEFE COMMITTEE: No report
- G. RECORDS RETENTION: No report
- H. PERSONNEL REVIEW: No report

DIRECTOR'S REPORT: Please see written report.

OLD BUSINESS: None

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NEW BUSINESS: None

ACCEPTANCE OF GIFTS: None

ADJOURN

The meeting adjourned at 7:43 p.m.

Respectfully Submitted By,

Sandra Krueger, Secretary pro-tem/sf

Approved By,

Cheryl Bruce, Board President

DIRECTOR'S REPORT

August 16, 2016

CUSTOMER SERVICE

Library customers borrowed over 68,909 items in July.

The most popular Adult program in July was Neil Zurcher's Best of One Tank Trips, 126 people were in attendance. Juggler Matt Jergens entertained 132 children and parents. Cartoonist Jeff Nicholas excited 79 kids and caretakers with his art as well as his story telling.

Our IT department upgraded to Windows 10 on the public internet computers and most of the staff computers allowing patrons to work with the latest version of Windows and extending the number of years we can use our computers.

PERSONNEL

On August 1, the Circulation Department welcomed one new part time employee, Allison Cadle, replacing Robert Frase who was going to college at Purdue in pursuit of a Master's Degree.

Custodian Kurt Shoemaker resigned. His last day of employment was July 8. On August 11 we welcomed Orry Harding as our new custodian.

BUILDING AND GROUNDS

HVAC work continues to repair a Freon leak on the roof and identify faulty circuits inside the building. A bed bug introduction has been treated. Drains have been snaked.