

Minutes
Regular Meeting
September 20, 2016

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

Tuesday, September 20, 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, Wes Johnston, Deborah Ziccardi, Tammy Richardson, William Maki, Mike Dunton; and Library Director, Valerie Kocin.

Excused: Fiscal Officer, Susan Finley

Guests: Jim Lettofsky, Mary Ann Kenny, 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 August 16, 2016 was made by Sandra Krueger, seconded by Dick Smith, and passed unanimously.

CORRESPONDENCE: None

PUBLIC PARTICIPATION: Mr. Gruccio expressed his concern that patrons were not complying with the no food, no drink policy. Mary Ann Kenny, Vice-President-Friends of the Library, gave appreciation for the Friends being able to accept donations and that the volunteers now have access to their sorting rooms. Mr. Lettofsky addressed his concern with a broken link in our electronic transmission of the CF Newsletter.

TREASURER'S REPORT

Director, Valerie Kocin presented the August and September, 2016 bills in the amount of \$181,701.23. A motion to approve payment was made by Deborah Ziccardi, seconded by Rick Rubin, and passed unanimously.

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Valerie Kocin presented the various fund balances as of August 31, 2016 as follows:

General Fund	\$ 755,442.90
Building Fund	10,575.14
Endowment	39,882.49
Affleck Scholarship Fund	51,424.89

CLERK'S BALANCE \$ 857,325.42

The month-to-date Bank Report as follows:

Primary Checking	793,475.26
Petty Cash and change	80.00
Star Ohio	63,830.16

TOTAL \$ 857,325.42

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

COMMITTEE REPORTS

- A. AFFLECK SCHOLARSHIP: No report
- B. ART: No report
- C. BUILDING: No report
- D. FINANCE/AUDIT: No report
- E. FRIENDS OF THE LIBRARY: Friends have resumed accepting book donations. The Friends created a new *Materials Donation Policy* that is posted at the Library entrance.
- 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: Mr. Maki shared a news article about drug issues in public libraries. Also, Mr. Maki talked about his visit to a MakerSpace program at Kent State.

ACCEPTANCE OF GIFTS: None

ADJOURN

The meeting adjourned at 8:00 p.m.

Respectfully Submitted By,

Wes Johnston, Secretary

Approved By,

Cheryl Bruce, Board President

DIRECTOR's REPORT
September 20, 2016

A staff art display has been created showcasing the amazing photography, art, and craft skills of library staff. The display is located at the bottom of the stairs in the Children's area through the end of September.

In the news: The September issue of Northeast Ohio Parent Magazine gives CFL a nod for its efforts in the nationwide 1,000-books-before-kindergarten initiative.

Trend spotting: The results of a survey published by a Pew Research Center report dated 9/9/16 (attached) indicates a majority of Americans believe libraries should offer programs to teach people digital skills and help patrons learn how to use new creative technologies like 3-D printers. [http://www.pewinternet.org/2016/09/09/libraries-2016/pi_2016-09-09_libraries-2016_0-01/]

August stats: Library customers borrowed 63,994 items in August. Monthly customer visits totaled 27,398 in 2016 (up from 27,085 in August 2015). 357 new library cards were issued. 601 people used the library's meeting room spaces. The library's 42 public computers enjoyed 7,352 log ins. The library web page had 46,113 views.

Service Innovations:

Teen Room is reserved for 13-18 year old teens from 2:30 – 7 pm Monday through Friday.

Reserving materials online will be available 24/7 for all materials in the collection including available items on the shelf.

Marketing and promotion efforts for library programming will now include an in-house digital display at the Adult reference desk. Additionally, a weekly newsletter will keep staff apprised of programs across all age levels. The most popular program in August was The Fashions of Downton Abbey. The historical program had 80 eager participants.

Holiday closing:

Thanksgiving—Thursday, November 24; library closes at 5 pm on Wednesday, November 23

Christmas—Saturday, December 24; Sunday, December 25; Monday, December 26

New Years – Sunday, January 1 and Monday, January 2

Donations of library materials will resume Tuesday, September 20. Friends of the Library have created a new donation policy. Bookmarks and signage will be created to share the revisions with the community.

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