

**Minutes**  
**Regular Meeting**  
*November 15, 2016*

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

**Tuesday, November 15, 2016, 7:00 p.m.**

**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; Fiscal Officer, Susan Finley, and Library Director, Valerie Kocin

Excused: Mike Dunton

Guests: Mary Ann Kenny.

**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 Rick Rubin, seconded by William Maki, and passed unanimously.

**ADOPTION OF THE MINUTES**

A motion to approve the minutes of the *Regular Meeting* of October 18, 2016 was made by Dick Smith, seconded by Sandra Krueger, and passed unanimously.

**CORRESPONDENCE:** None

**PUBLIC PARTICIPATION:** Mary Ann Kenny thanked the volunteers that helped with the Fall Book Sale. The Friends made a little over \$11,000 which was a successful sale.

**TREASURER'S REPORT**

Susan Finley presented the October and November, 2016 bills in the amount of \$243,581.14. A motion to approve payment was made by Deborah Ziccardi, seconded by William Maki, and passed unanimously.

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

General Fund	\$1,008,704.40
Building Fund	10,575.14
Endowment	39,943.53
Affleck Scholarship Fund	51,480.10

**CLERK'S BALANCE      \$1,110,703.17**

The month-to-date Bank Report as follows:

Primary Checking	1,046,728.25
Petty Cash and change	80.00
Star Ohio	63,894.92

**TOTAL                              \$1,110,703.17**

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

**COMMITTEE REPORTS**

- A. AFFLECK SCHOLARSHIP: No report
- B. ART: No report
- C. BUILDING: No report
- D. AUDIT & FINANCE: Motion moved by William Maki and seconded by Tammy Richardson.

**2016-20    MOTION: Move that the Cuyahoga Falls Library Board of Trustees approve the 2016 Summit County Trustees Council formula for distribution of the Public Library Fund, awarding the Cuyahoga Falls Library 7.68581% of the available funds.**

Motion passed unanimously.

Motion moved by Robert Heydorn and seconded by Sandra Krueger.

**2016-21    MOTION: Move that the Cuyahoga Falls Library Board of Trustees resolve to accept the amounts and rates as determined by the Budget Commission and authorize the necessary property tax levies and certify them to the Summit County Fiscal Officer.**

Motion passed unanimously.

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Motion moved by Rick Rubin and seconded by Sandra Krueger.

**2016-22 MOTION: BE IT RESOLVED by the Cuyahoga Falls Library Board of Trustees:**

WHEREAS, the Cuyahoga Falls Library is eligible to request an advance of tax monies from the Summit County Fiscal Office pursuant to the Ohio Revised Code, Section 321.34; and

WHEREAS, that the Summit County Fiscal Officer is hereby requested to issue an order to the Treasurer of Summit County to pay the Treasurer of this Library funds as may be available for distribution by said County Treasurer from tax year 2016, payable in 2017;

THAT the Treasurer of the Library is hereby authorized and directed to certify and send a copy of this resolution to the County Fiscal Officer as may be necessary to make this resolution effective.

Motion passed unanimously.

E. FRIENDS OF THE LIBRARY: November book sale made a little over \$11,000. The Friends also donated money to the library to purchase candy for patron Halloween treats and to buy pizzas for the staff Halloween party.

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

**NEW BUSINESS:** None

**ACCEPTANCE OF GIFTS:** None

**ADJOURN**

The meeting adjourned at 7:40 p.m.

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Respectfully Submitted By,

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Wes Johnston, Secretary/sf

Approved By,

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Cheryl Bruce, Board President

DIRECTOR'S REPORT  
November 15, 2016

October stats: Library customers borrowed 57,759 items in October--down 5% from October, 2015. Monthly customer visits totaled 26,639 in 2016--up 7.5% for the same period last year.

To better serve the community, the Director met with all Department Coordinators as well as individual staff to examine methods to increase both circulation and door count. A preliminary work plan will be in place in December, 2016.

Several Adult programs enjoyed robust attendance:  
Derbytown Men's Chorus had 78 people attend; Ohio Spirits: Stories, Legends and Tales from Ohio's Hunted Places, 60.

CFL's meeting rooms were used by 402 people.

The library's 42 public computers enjoyed 6,807 log-ins. Another 6,138 Wi-Fi sessions were logged by customers using their own device. The library web page enjoyed 38,421 views.

Professional Development & Networking:

Library Director attended Ohio Library Council's Legislative Strategies meeting to examine funding for Ohio libraries in 2017, the impact of November's election, and strategies to reach legislators. Incidentally, all library levies in the State of Ohio passed.

Director participated in Cuyahoga Falls Chamber of Commerce Tech Talk.

Dave Parvin, Assistant Technology Coordinator attended OLC's RightClick 2016: The Library IT Ideas Exchange Conference.

All staff were encouraged to participate in two free webinars:  
Emerging Tech Chat -- NEO-RLS  
Proactive Customer Service -- Frisco Public Library, Texas

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