

Minutes
Regular Meeting
December 20, 2016

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

Tuesday, December 20, 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, William Maki, Mike Dunton; Fiscal Officer, Susan Finley, and Library Director, Valerie Kocin

Excused: Tammy Richardson

Guests: Mary Ann Kenny and Jim Aldridge

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 Dick Smith, seconded by Robert Heydorn, and passed unanimously.

ADOPTION OF THE MINUTES

A motion to approve the minutes of the *Regular Meeting* of November 15, 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 November and December, 2016 bills in the amount of \$217,994.83. A motion to approve payment was made by Deborah Ziccardi, seconded by Rick Rubin, and passed unanimously.

Minutes
Regular Meeting
December 20, 2016

Susan Finley presented the various fund balances as of November 30, 2016 as follows:

General Fund	\$ 895,821.39
Building Fund	10,575.14
Endowment	40,350.02
Affleck Scholarship Fund	51,510.31

CLERK'S BALANCE \$ 998,256.86

The month-to-date Bank Report as follows:

Primary Checking	934,246.50
Petty Cash and change	80.00
Star Ohio	63,930.36

TOTAL \$ 998,256.86

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

COMMITTEE REPORTS

- A. AFFLECK SCHOLARSHIP: No report
- B. ART: No report
- C. BUILDING: No report
- D. AUDIT & FINANCE: Motion moved by Sandra Krueger and seconded by Dick Smith.

2016-23 MOTION: Move that the Cuyahoga Falls Library Board of Trustees award all exempt staff members a 2.5% wage increase for 2017.

Motion passed unanimously.

State Audit is finished and posted on the Ohio Auditor of State's website. The library appraisal done by the, Industrial Appraisal Company, is complete and the recommendation is to increase the insurance on the building.

- E. FRIENDS OF THE LIBRARY: No report
- F. GRAEFE COMMITTEE: No report

Minutes
Regular Meeting
December 20, 2016

G. RECORDS RETENTION: No report

H. PERSONNEL REVIEW: No report

I. NOMINATING COMMITTEE: Speaking for the Committee, Robert Heydorn presented the following slate of officers for 2017: Dick Smith, President; Wes Johnston, Vice-President; Deborah Ziccardi, Treasurer; and Rick Rubin, Secretary. Additional nominations for all offices may be made from the floor at the Annual Meeting.

DIRECTOR'S REPORT: Please see written report.

OLD BUSINESS: None

NEW BUSINESS: Motion moved by Rick Rubin and seconded by Rebecca Zurava.

2016-23 MOTION: Move that the Cuyahoga Falls Library Board of Trustees approve the 2017 holiday schedule.

Motion passed unanimously.

ACCEPTANCE OF GIFTS: Moved by Rick Rubin and seconded by Deborah Ziccardi to accept all gifts with gratitude.

ADJOURN

The meeting adjourned at 7:40 p.m.

Respectfully Submitted By,

 Wes Johnston, Secretary/sf

Approved By,

 Cheryl Bruce, Board President

DIRECTOR'S REPORT
December 20, 2016

November stats:

Circulation was down 4% for the month while door count was up by 12% compared to November, 2015. Library customers borrowed 38,892 items in November 2016. Monthly customer visits totaled 24,170 vs. 21,361 in 2015.

November's most popular adult program was Sights and Sounds of Nature: Hammer Dulcimer Concert with 67 attendees. The Children's Dept. Harry Potter party was a smashing success with 82 in attendance.

The library's 42 public computers enjoyed 6,383 log-ins. Another 5,730 Wi-Fi sessions were logged by customers using their own device. The Children's Department AWE computers had 758 log-ins in November.

Personnel:

Three Federal work study students from Fortis College were interviewed for temporary shelver/weeding projects. Two students were selected to start a 20 hour/week Federal work study assignment in January, 2017 at no expense to CFL.

Eight Kent State Horticulture students will work in four teams of two to develop a landscape plan for each side of the building in spring, 2017.

Professional Development & Networking:

In order to hold an annual staff recognition and training event, the Director requests the Board approve a delayed opening at 1 pm on President's Day, Monday, February 20.

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