

## RESOLUTION INDEX

**RESOLUTION 2020-29:** Sandra Zirke moved that the Cuyahoga Falls Library Board of Trustees authorize the Fiscal Officer to create Fund 201 – Special Revenue Fund to record revenue that is restricted for a specific purpose. William Maki seconded, and the motion passed unanimously.

**RESOLUTION 2020-30:** Sandra Zirke moved that the Cuyahoga Falls Library Board of Trustees accept the Coronavirus Relief Fund Grant of \$25,000.00, increasing the Property/Maintenance Supplies account line (201.0.52200) by \$10,000.00, the Computer Hardware/Software account line (201.0.54510) by \$8,000.00, and the Outside Services account line (201.0.53700) by \$7,000.00. William Maki seconded, and the motion passed unanimously.

**RESOLUTION 2020-31:** Sandra Zirke moved that the Cuyahoga Falls Library Board of Trustees approve the Library's portion of the Summit County's 2021 PLF of 7.56569%. William Maki seconded, and the motion passed unanimously.

**RESOLUTION 2020-32:** Sandra Zirke moved that the Cuyahoga Falls Library Board of Trustees approve the Library's Certification of Tax Levy for collection year 2021. William Maki seconded, and the motion passed unanimously.

**RESOLUTION 2020-33:** Sandra Zirke moved that the Cuyahoga Falls Library Board of Trustees transfer \$6,000.00 from the Adult Non-Fiction account line (101.1.54101) to the Digital Materials account line (101.0.54351). William Maki seconded, and the motion passed unanimously.

**RESOLUTION 2020-34:** Sandra Zirke moved that the Cuyahoga Falls Library Board of Trustees transfer \$15,000.00 from the Contingency account line (101.0.58900) to the Staff Medical Reimbursement account line (101.0.51700). William Maki seconded, and the motion passed unanimously.

**RESOLUTION 2020-35:** William Maki moved that the Cuyahoga Falls Library Board of Trustees accept the 2020-21 LSTA Guiding Ohio Online Grant of \$12,740.00, increasing the Consultant Services account line (101.0.53710) by \$12,740.00. Robert Heydorn seconded, and the motion passed unanimously.

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

**REGULAR MEETING**  
**Tuesday, October 20, 2020**

**CALL TO ORDER**

Mike Dunton called the virtual meeting to order at 7:05 pm via Zoom.

**ATTENDANCE:**

Rick Rubin, Mike Dunton, Sandra Zirke, Sean Blake, William Maki, Wes Johnston, Cheryl Bruce, Robert Heydorn, and Deborah Ziccardi; Fiscal Officer, Laura Searle, and Library Director Valerie Kocin.

Guests: Sue Harden, Maryann 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 Deborah Ziccardi, seconded by Rick Rubin, and passed unanimously.

**ADOPTION OF THE MINUTES**

A motion to approve the minutes of the *Regular Meeting* of September 15, 2020 was made by Sean Blake, seconded by Wes Johnston, and passed unanimously.

A motion to approve the minutes of the *Special Meeting* of September 25, 2020 was made by Rick Rubin, seconded by Cheryl Bruce, and passed unanimously.

**TREASURER'S REPORT**

Laura Searle presented the September 2020 bills in the amount of \$180,457.91. A motion to approve payment was made by Sandra Zirke, seconded by Wes Johnston, and passed unanimously.

Laura Searle presented the various fund balances as of September 30, 2020 as follows:

General Fund	\$2,333,068.28
Building Fund	\$511,750.00
Endowment Fund	\$54,695.03
Affleck Scholarship	\$52,666.40
<b>CLERK'S BALANCE</b>	<b>\$2,952,179.71</b>

The month-to-date Bank Report as follows:

Huntington Checking	\$19,521.91
Petty Cash & Change	\$110.00
Dollar Bank Checking	\$123,098.71
Star Ohio	\$2,809,449.09
<b>TOTAL</b>	<b>\$2,952,179.71</b>

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

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## **BOARD PRESIDENT REPORT**

Mike Dunton stated he was made aware that a Board member is entering the library without a mask. He was also made aware of two Board members were asking staff about hiring practices, which is a violation of the Ethics Statement that each Board member signed. He instructed Board members to wear a mask and follow the chain of command.

## **COMMITTEE REPORTS**

### **A. BUILDING:**

Mike Dunton expressed his frustration with the lag in progress with the roofing project. The library will withhold payment of the Quality Assurance contract until more progress is made. Cheryl Bruce thanked Mike Dunton for his diligence and expertise in overseeing the roofing project.

### **B. POLICIES/BYLAWS:**

Robert Heydorn stated he has been consumed with levy preparation. He will resume discussion on the MOU after the election.

### **C. GRAEFE MEMORIAL:**

Cheryl Bruce met with Helen McWilliams to view the gravesite and hand off the materials to Cheryl. Mike Dunton appointed Wes Johnston as the new chair of the Graefe Memorial Committee.

## **DIRECTOR'S REPORT**

Valerie Kocin stated that there are seventeen libraries with a levy on the ballot in November. She thanked Deborah Ziccardi and Robert Heydorn for all their efforts with the levy. The library has been experiencing 50% less patronage than it did at this time last year. She stated that Children's Librarian Angela Fioramonti created an Escape Room virtual program that had over 3,000 views from all over the world, including the Phillipines, Sweden, and Sri Lanka. Cheryl Bruce asked Valerie to pass on the information for her to use with her students.

Rick Rubin stated the Director's evaluation in downsizing services is accurate given less patrons are visiting the library. He asked in light of that if the library promote digital materials even more. The Director stated that the tech trainer Carolanne Tkach is creating a youtube channel with several how-to videos.

Robert Heydorn stated Public Relations/Marketing Coordinator Alexandria Yurosko did an excellent job preparing the library's informational material for the levy.

## **PUBLIC COMMENTS**

Sue Harden commented on her frustration that Libby is requiring device updates, and her device is not eligible for the appropriate updates.

**ADJOURN**

The meeting adjourned at 8:26 pm.

Approved By,

Respectfully Submitted By,

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Mike Dunton, Board President

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Rick Rubin, Secretary/Is