

RESOLUTION INDEX

RESOLUTION 2021-01: Cheryl Bruce moved that the Cuyahoga Falls Library Board of Trustees approve the 2021 slate of officers as follows. Robert Heydorn seconded, and the motion passed unanimously.

President: Deborah Ziccardi
Vice President: Rick Rubin
Secretary: Sean Blake
Treasurer: Sandra Zirke

RESOLUTION 2021-02: Rick Rubin moved that the Cuyahoga Falls Library Board of Trustees approve the appointment of Laura Searle as Fiscal Officer for 2021. Sandra Zirke seconded, and the motion passed unanimously.

RESOLUTION 2021-03: Robert Heydorn moved that the Cuyahoga Falls Library Board of Trustees approve payment of all sums due to AW Farrell except for retainage amount for punch list items in the amount of \$10,000. The Director is responsible for paying out retainage when all jobs are completed. Mike Dunton seconded the motion, and it passed unanimously.

RESOLUTION 2021-04: Robert Heydorn moved that the Cuyahoga Falls Library Board of Trustees approve that all sums due to EE be held in abeyance until current issues on the completed work be resolved, and that the Director be responsible for making the payout when the issues are resolved. Sean Blake seconded the motion, and it passed unanimously.

RESOLUTION 2021-05: Robert Heydorn moved that the Cuyahoga Falls Library Board of Trustees approve payment of the outstanding balance of Rooftec's final two invoices. Mike Dunton seconded the motion, and it passed unanimously.

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

**REGULAR MEETING
Tuesday, January 26, 2021**

CALL TO ORDER

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

ATTENDANCE:

Deborah Ziccardi, Rick Rubin, Sean Blake, Sandra Zirke, Mary Baldwin, Cheryl Bruce, Nikki Cebula, Mike Dunton, Darien Genova, Robert Heydorn, and Marcia Liikala, Fiscal Officer Laura Searle, and Library Director Valerie Kocin.

Guests: Susan Harden & Mary Ann Kenney

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 Mary Baldwin, and passed unanimously.

ADOPTION OF THE MINUTES

A motion to approve the minutes of the *Regular Meeting* of December 15, 2020 was made by Cheryl Bruce. Sean Blake seconded, and the motion passed unanimously.

RESOLUTION 2021-01: Cheryl Bruce moved that the Cuyahoga Falls Library Board of Trustees approve the 2021 slate of officers as follows. Robert Heydorn seconded, and the motion passed unanimously.

President: Deborah Ziccardi
Vice President: Rick Rubin
Secretary: Sean Blake
Treasurer: Sandra Zirke

Deborah Ziccardi thanked Mike Dunton for his exemplary leadership through the COVID pandemic, the passing of the levy, the roofing renovation project, and negotiating the union contract. She also recognized the amazing library staff at their resilience and dedication through the pandemic.

RESOLUTION 2021-02: Rick Rubin moved that the Cuyahoga Falls Library Board of Trustees approve the appointment of Laura Searle as Fiscal Officer for 2021. Sandra Zirke seconded, and the motion passed unanimously.

TREASURER'S REPORT

Laura Searle presented the December 2020 bills in the amount of \$179,610.94. A motion to approve payment was made by Sean Blake, seconded by Mike Dunton, and passed unanimously.

Laura Searle presented the various fund balances as of December 31, 2020 as follows:

General Fund	\$2,207,937.81
Special Revenue Fund	\$13,268.50
Building Fund	\$498,533.88
Endowment Fund	\$54,713.13
Affleck Scholarship	\$51,936.37
CLERK'S BALANCE	\$2,826,389.69

The month-to-date Bank Report as follows:

Huntington Checking	\$19,548.85
Petty Cash & Change	\$110.00
Dollar Bank Checking	\$71,297.20
Star Ohio	\$2,735,433.64
TOTAL	\$2,826,389.69

Sean Blake moved to approve the Treasurer's Report, subject to audit; seconded by Mike Dunton. The motion passed unanimously.

BOARD PRESIDENT REPORT

Deborah Ziccardi encouraged the new Board members to review the committee list and determine on which committees they would be interested in serving. She reminded all Board members to sign the ethics statement and return to Laura Searle.

COMMITTEE REPORTS

A. ART:

Robert Heydorn thanked Mary Baldwin for the pictures of the art. Mary Baldwin would like to be able to share with the public and asked if the Board had any recommendations or suggestions for the committee.

B. BUILDING:

The committee met with Scott from Rooftec on Thursday, January 21st to review the following outstanding issues:

1. Replacement of coil damaged by AW Farrell. AW Farrell admitted fault and will contract directly with BiS for repairs.
2. The Sanyo unit was damaged and needs to be replaced. This will be done by BiS under their contract.

3. BiS will top off the Freon under their contract when the weather permits. It is not certain that Engineering Excellence completed a pressure test. The committee recommends withholding payment until we are certain the system is running properly.
4. A short was discovered in one of the units. BiS will test to see where the short is. The committee recommends withholding payment to Engineering Excellence until a price is determined for the repair.
5. AW Farrell will remove the stain on the sidewalk.
6. The committee recommends retaining \$10,000.00 from AW Farrell to cover the expenses of the remaining repairs.

RESOLUTION 2021-03: Robert Heydorn moved that the Cuyahoga Falls Library Board of Trustees approve payment of all sums due to AW Farrell except for retainage amount for punch list items in the amount of \$10,000. The Director is responsible for paying out retainage when all jobs are completed. Mike Dunton seconded the motion, and it passed unanimously.

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RESOLUTION 2021-05: Robert Heydorn moved that the Cuyahoga Falls Library Board of Trustees approve payment of the outstanding balance of Rooftec's final two invoices. Mike Dunton seconded the motion, and it passed unanimously.

C. PERSONNEL:

Cheryl Bruce stated the committee will determine a timeline so that reviews are completed at the same time every year.

DIRECTOR'S REPORT

The Director thanked Mike Dunton for his guidance and leadership as Board President, from managing pandemic, recommending air purifiers and ionization systems, to overseeing the LED lighting project. She also thanked Deborah Ziccardi & Robert Heydorn for their efforts on getting the levy renewed.

The Director stated she will start recalling employees in clusters, three at a time, matching them back to their departments.

Cheryl Bruce stated she would like to see the library open sooner rather than later, adding that the schools have been hybrid for some time now in the same room but requiring masks. Valerie Kocin is concerned about public and employee safety, with the biggest challenge being able to offer computer assistance while meeting social distancing recommendations. She stated that eight of twenty-one employees were quarantined due to testing positive or being exposed and exhibiting symptoms to COVID.

Mary Baldwin asked if there would be continued COVID sick leave for the staff. Valerie Kocin stated that FFCRA leave expired at the end of the year, but the library is very generous, offering teleworking as an option for employees when possible. She stated the library has resplendent benefits.

Nikki Cebula asked if virtual programming would continue after the library re-opens. Valerie Kocin responded that the library will continue implementing the hybrid model. There is no going back, and the library will be able to serve more people without them coming in. There is still a ten person limit, which makes in-person programming challenging.

Mary Baldwin congratulated Dave Parvin on his retirement after 12 years of service.

PUBLIC COMMENTS

Mary Ann Kenney welcomed Sean Blake as the Friends of the Library liaison and looks forward to working with him.

Sue Harden commented that the Libby app has changed rather dramatically and some older devices are no longer compatible.

ADJOURN

The meeting adjourned at 8:52 pm.

Approved By,

Respectfully Submitted By,

Deborah Ziccardi, Board President

Sean M. Blake, Secretary/Is