

RESOLUTION INDEX

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RESOLUTION 2021-08: Mary Baldwin moved that the Cuyahoga Falls Library Board of Trustees approve the ALA Wi-Fi Grant in the amount of increasing the Computer Hardware/Software expense account line (101.0.54510) by \$3,283.35. Cheryl Bruce seconded, and the motion passed unanimously.

RESOLUTION 2021-09: Sean Blake moved that the Cuyahoga Falls Library Board of Trustees approve COBAA Grant in the amount of \$1,978.00, increasing the Teen Books expense account line (201.3.54101) by \$1,978.00. Mary Baldwin seconded, and the motion passed unanimously.

RESOLUTION 2021-10: Mary Baldwin moved that the Cuyahoga Falls Library Board of Trustees approve increasing the Special Funds Furniture & Equipment expense account line (201.0.55500) by \$3,000.00 and decreasing the Special Funds Outside Services expense account (201.0.53700) line by \$3,000.00. Rick Rubin seconded, and the motion passed unanimously.

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

**REGULAR MEETING
Tuesday, March 16, 2021**

CALL TO ORDER

Deborah Ziccardi called the virtual meeting to order at 7:02 pm via Zoom.

ATTENDANCE:

Deborah Ziccardi, Rick Rubin, Sean Blake, Mary Baldwin, Cheryl Bruce, Nikki Cebula (joined at 7:35pm), Mike Dunton, Darien Genova, Robert Heydorn and Marcia Liikala, Fiscal Officer Laura Searle, and Library Director Valerie Kocin.

Excused: Sandra Zirke

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 Robert Heydorn, seconded by Rick Rubin, and passed unanimously.

ADOPTION OF THE MINUTES

A motion to approve the minutes of the *Regular Meeting* of February 16, 2021 was made by Sean Blake. Robert Heydorn seconded, and the motion passed unanimously.

TREASURER'S REPORT

Fiscal Officer Laura Searle presented the February 2021 bills in the amount of \$214,910.91. 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 February 28, 2021 as follows:

General Fund	\$2,254,936.04
Special Revenue Fund	\$12,027.50
Building Fund	\$11,657.15
Endowment Fund	\$54,714.80
Affleck Scholarship	\$51,945.95
CLERK'S BALANCE	\$2,385,281.44

The month-to-date Bank Report as follows:

Huntington Checking	\$19,550.50
Petty Cash & Change	\$110.00
Dollar Bank Checking	\$129,808.77
Star Ohio	\$2,235,812.17
TOTAL	\$2,385,281.44

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

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BOARD PRESIDENT REPORT

Deborah Ziccardi thanked the Director and the library staff for their diligent work in re-opening the library, as well as the time-consuming efforts to secure grant funding. She also commended the Children's Department for creating amazing take-home kits. She has heard feedback from parents that these have been greatly appreciated. She also congratulated Dr. Rick Rubin on his reelection to Ohio Library Council's Board of Directors. Ms. Ziccardi reminded Board members to sign up for library emails and to take advantage of the library's digital materials.

COMMITTEE REPORTS

A. ART:

Mary Baldwin invited anyone interested to attend the Art Committee Meeting on March 23 at 6:15 pm.

B. BUILDING:

The Director updated that BiS has been troubleshooting the HVAC system and there were two units that needed repair. There have not been any leaks. The fire alarms will be tested in a couple of weeks. Deborah Ziccardi recommended investigating the lifespan of the HVAC units as we may need to plan on replacing a few units.

C. GRAEFE MEMORIAL:

The spring flowers have been placed on the memorial.

D. STRATEGIC PLANNING:

Ms. Kocin corresponded with the Director of NEO-RLS, who recommends postponing any strategic planning efforts at this point in time. This is consistent with her recommendations to other libraries, due to so many changing variables. Rick Rubin suggested the Strategic Planning Committee meet with Valerie to review what NEO-RLS recommended, as well as anything lacking in the current Strategic Plan.

DIRECTOR'S REPORT

Valerie Kocin reported that it has been difficult to get patrons to wear masks, particularly since re-opening. The security guard station has been moved so that patrons must walk past on their way in. Ms. Kocin stated that she plans to re-organize the Technology Department and possibly add a Technology Navigator position. Mike Dunton suggested considering the cost of employing a second security guard for the next four months to help enforce mask compliance. Mary Baldwin asked for a timeline of when the library can re-open on Mondays and Fridays or extend hours on Saturday. Valerie Kocin responded that more staff needs to be re-hired first and that vacancies are currently posted. Ms. Kocin hopes more hours can be added in six weeks. Cheryl Bruce stated she appreciates the signage on the devil strips regarding having free wi-fi. She inquired whether it would be possible to do the same kind of signage with the current hours. Ms. Kocin stated that would be easy to do.

PUBLIC COMMENTS

Mary Ann Kenney said it was good to see everyone healthy.

ADJOURN

The meeting adjourned at 8:01 pm.

Approved By,

Respectfully Submitted By,

Deborah Ziccardi, Board President

Sean M. Blake, Secretary/ls