

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

Tuesday, May 19, 2020, 7:05 PM

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, Mary Baldwin, and Deborah Ziccardi; Fiscal Office Laura Searle, and Library Director Valerie Kocin.

Guests: Dawn Fazzino, Sue Harden, Karen Staudt, 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 William Maki, seconded by Rick Rubin, and passed unanimously.

ADOPTION OF THE MINUTES

A motion to approve the minutes of the *Regular Meeting* of April 21, 2020, given the correction of Sean Blake's name, was made by Sandra Zirke, seconded by Wes Johnston, and passed unanimously.

TREASURER'S REPORT

Laura Searle presented the April 2020 bills in the amount of \$197,159.00. A motion to approve payment was made by Sean Blake, seconded by Rick Rubin and passed unanimously.

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

General Fund	\$1,953,119.83
Building Fund	0.00
Endowment	54,645.80
Affleck Scholarship Fund	53,317.42
CLERK'S BALANCE	\$2,061,083.05

The month-to-date Bank Report as follows:

Huntington Checking	19,517.85
Dollar Bank Checking	335,958.31
Petty Cash and change	110.00
Star Ohio	1,705,496.89
TOTAL	\$2,061,083.05

Sandra Zirke moved to approve the Treasurer's Report, subject to audit; seconded by Deborah Ziccardi. The motion passed unanimously.

COMMITTEE REPORTS

A. AFFLECK SCHOLARSHIP:

Cheryl Bruce said the deadline was extended last month to July 15, 2020 and we are awaiting application submissions.

B. ART:

Mary Baldwin stated the Committee is waiting to get back into the building.

C. BUILDING:

Robert Heydorn made sure the specs for the roofing project were clarified. The project had been divided into three sections. Section A is about 2/3 of the roof and is in the worst condition. Because of financial constraints, Section A has been divided into A1 & A2. The Library will be requesting three bids: A1, A2, & all of A. Engineer estimates needed to be added into specs since an estimate must be presented in bid documents, and the Library cannot accept any bid higher than 10% above the estimate. The next step will be to put the project out for bid. Bids should be in June 12th and a bid should be awarded at the June 19th Board meeting. The engineer estimates were \$295,000 for Section A1, \$220,000 for Section A2, or a composite estimate of \$500,000.

The Building Committee and Policies/Bylaws Committee will both meet Wednesday, May 27 at 7pm via Zoom. The agenda will be comprised of discussing the Storage Room on the lower level and a Memorandum of Understanding with the Friends of the Library.

D. FRIENDS OF THE LIBRARY:

The FOL have purchased PPE for the Library to assist in re-opening and have also contributed to several programs.

E. NOMINATING: Life-time members Cheryl Bruce, Sandra Zirke, Robert Heydorn, and Deborah Ziccardi will meet to choose a new lifetime Board member. Sandra Zirke will chair the committee.

Director's Report: April, 2020

Cheryl Bruce inquired whether there was a press release regarding employee layoffs. Valerie Kocin replied that only one newspaper contacted her for information. Mary Baldwin inquired whether the library is considering implementing the Shared Work Ohio. Valerie Kocin responded that the Library is considering the program as an option. Mary Baldwin also asked that the Director please review the re-opening plan and when to bring staff back. Valerie Kocin stated that the union contract dictates the order in which employees are recalled from the layoff. However, she doesn't anticipate recalling any employees prior to the next Board meeting. A discussion ensued regarding

implementing a no mask, no service policy. The Policies/Bylaws Committee will discuss the issue further.

New Business:

Mary Baldwin asked if the Library could purchase a new flag for the flag pole. Laura Searle ensured her the flag would be replaced.

Public Participation:

Sue Harden requested the Friends of the Library be first on the agenda for the May 27 committee meetings so they could then be excused.

ADJOURN

The meeting adjourned at 8:59 pm

Approved By,

Respectfully Submitted By,

Mike Dunton, Board President

Rick Rubin, Secretary/Is