

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

**REGULAR MEETING
Tuesday, April 19, 2022
Sutliff Room**

CALL TO ORDER

Deborah Ziccardi called the meeting to order at 7:00 pm.

ATTENDANCE:

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

EXCUSED: Robert Heydorn

GUESTS: Jennifer Reynard, Mary Ann Kenny, Sue Harden

ADOPTION OF AGENDA

Sean Blake moved to accept the agenda. The motion was seconded by Rick Rubin and passed unanimously.

ADOPTION OF THE MINUTES

A motion to approve the minutes of the *Regular Meeting* of March 15, 2022 was made by Sean Blake. Sandra Zirke seconded, and the motion passed unanimously.

A motion to approve the minutes of the *Special Meeting* of March 23, 2022 was made by Marcia Liikala. Rick Rubin seconded, and the motion passed unanimously.

A motion to approve the minutes of the *Special Meeting* of April 6, 2022 was made by Sean Blake. Darien Genova seconded, and the motion passed unanimously.

A motion to approve the minutes of the *Special Meeting* of April 8, 2022 was made by Sean Blake. Darien Genova seconded, and the motion passed unanimously.

TREASURER'S REPORT

Laura Searle presented the March 2022 bills in the amount of \$209,714.53. A motion to approve payment was made by Sandra Zirke, seconded by Mike Dunton, and passed unanimously.

The various fund balances as of March 31, 2022 are as follows:

General Fund	\$2,339,542.30
Special Revenue Fund	\$7,166.50
Building Fund	\$683,772.15
Endowment Fund	\$54,725.52
Affleck Scholarship	\$52,007.54
CLERK'S BALANCE	\$3,137,214.01

The month-to-date Bank Report as follows:

Huntington Checking	\$4,522.25
Petty Cash & Change	\$110.00
Dollar Bank Checking	\$53,534.68
Star Ohio	\$3,079,017.08
TOTAL	\$3,137,214.01

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

RESOLUTION 2022-15: Sandra Zirke moved that the Cuyahoga Falls Library Board of Trustees approve the March donations in the amount of \$335.00, increasing the Adult Non-Fiction expense account line (101.1.54101) by \$335.00. Mike Dunton seconded, and the motion passed unanimously.

RESOLUTION 2022-16: Sandra Zirke moved that the Cuyahoga Falls Library Board of Trustees approve the LSTA Summer Reading Program grant, increasing the Children's Programming expense account line (101.2.53720) by \$633.00. Mike Dunton seconded, and the motion passed unanimously.

RESOLUTION 2022-17: Sandra Zirke moved that the Cuyahoga Falls Library Board of Trustees approve the transfer of \$20,000.00 from the Contingency expense account line (101.0.58900) to Consultant Services expense account line (101.0.53710). Mike Dunton seconded, and the motion passed unanimously.

BOARD PRESIDENT REPORT

Deborah Ziccardi thanked our wonderful library staff for their innovative programming and outreach, resulting in an increase in attendance and circulation this month. She reminded the Board that performance review forms are due by April 25th. She thanked all the generous donors, including Peggy and John Poulos, Ann Urbank, Margaret Kelly Keenan Brooks and the Roth Family. The library has received several donations in memory of Barbara Urbank. The Falls Art Walk will be April 21 from 5pm until 8pm. She congratulated Dr. Rick Rubin for his presentation on Intellectual Freedom through OLC. She followed up with all vendors who submitted proposals for the director search. She signed the contract with OA and met with them this evening. They hope to have the posting up by next week.

COMMITTEE REPORTS

A. AFFLECK SCHOLARSHIP:

The Director does not believe we have any candidates this year.

B. ART:

They are waiting for the policy committee to determine the charge, whether it should continue to be a standing committee.

C. BUILDING:

Mike Dunton did the 18-month walk-through with Rooftec and the roofing supplier. The supplier recommended we move forward with the second part of the roof because there is a long lead time on materials. Speelman is coming to convert one of the doors close to the Sutliff room to be hold doors, and they will also be moving forward with emergency lighting. Rick Rubin asked if any more consideration was given to getting a backup generator. Mike Dunton said that Dominion may run a line for us for free, and he will bring the cost of a natural gas generator to the Board.

D. FRIENDS OF THE LIBRARY:

Sue Harden & Maryann Kenny continue to work in the room. Their volunteers have been cut down from 18 to 6. They found a rack for the book room, but it would need major modifications. Further discussion was moved to New Business.

E. GRAEFE MEMORIAL:

Marcia Liikala asked if it would need to change the bylaws to indicate a non-Board member could be delegated. Sandra Zirke suggested that the committee chair delegate the duty but still hold responsibility.

F. PERSONNEL COMMITTEE:

The committee met April 14th to discuss evaluations. There will be no evaluation for the director given her retirement announcement. Laura Searle will also give a 1-2 page narrative including goals. The deadline to fill out the evaluation form is April 25. The committee will review responses on May 3rd, and meet with Laura on May 9th to review. They will present at the next meeting.

DIRECTOR'S REPORT

The director reviewed her report, and reminded the Board of the upcoming Art Walk this week. It will be a nice opportunity to get non-users into the building and sign up for library cards. She gave kudos to the Friends for all the work they have been doing to clear the room. The study room walls were refreshed. There will be a repurposed TV to use for zoom meetings or other patron needs. The windows are scheduled to be cleaned, and BiS will be here for three days of preventative maintenance.

NEW BUSINESS

Mary Ann Kenny shared that the baker's racks that were found are about \$150.00 each, but would require approximately \$100.00 of modifications and five hours of labor. If the shelves were sturdier, they could be used.

ADJOURN

The meeting adjourned at 7:45 pm.

Approved By,

Respectfully Submitted By,

Deborah Ziccardi, Board President

Sean M. Blake, Secretary/Is