

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

**REGULAR MEETING
Tuesday, May 17, 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, Children's Services Coordinator Amy Galluch, Fiscal Officer Laura Searle and Library Director Valerie Kocin.

GUESTS: Jennifer Reynard, Brandon Upchurch, Sue Harden

ADOPTION OF AGENDA

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

ADOPTION OF THE MINUTES

A motion to approve the minutes of the *Special Board Meeting* of April 13, 2022 was made by Sean Blake. Mike Dunton seconded, and the motion passed unanimously.

A motion to approve the minutes of the *Regular Board Meeting* of April 19, 2022, given adding Mary Ann Kenny and Sue Harden's last names, was made by Sean Blake. Mike Dunton seconded, and the motion passed unanimously.

TREASURER'S REPORT,

Laura Searle presented the April 2022 bills in the amount of \$184,316.22. A motion to approve payment was made by Sandra Zirke, seconded by Mike Dunton, and passed unanimously.

The various fund balances as of April 30, 2022 are as follows:

General Fund	\$2,680,376.80
Special Revenue Fund	\$7,166.50
Building Fund	\$683,772.15
Endowment Fund	\$54,728.56
Affleck Scholarship	\$52,025.00
CLERK'S BALANCE	\$3,478,069.01

The month-to-date Bank Report as follows:

Huntington Checking	\$4,522.25
Petty Cash & Change	\$110.00
Dollar Bank Checking	\$43,335.05
Star Ohio	\$3,340,071.71
TOTAL	\$3,478,069.01

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

RESOLUTION 2022-18: Mike Dunton moved that the Cuyahoga Falls Library Board of Trustees approve the April donations in the amount of \$50.00. Rick Rubin seconded, and the motion passed unanimously.

BOARD PRESIDENT REPORT

Ms. Ziccardi thanked Robin Worthington for her generous donation in memory of our esteemed colleague Bob Heydorn. She also gave a big shout out to Mary Baldwin for coordination with our schools. We now have some beautiful flowers planted out front. She thanked Laura Searle for customizing financial reports for the board. The reports are now more reader friendly and reflective of the current financial situation. Both Ms. Ziccardi and Dr. Rubin attended the NEO OLC trustee dinner. She thanks all staff for providing outreach and who are partnering with our schools, city and community stakeholders. The gate count and circulation numbers continue to rise, and Ms. Ziccardi anticipates they will continue to rise with the addition of Adventure Passes.

COMMITTEE REPORTS

A. RECORDS RETENTION:

An updated schedule was given to the Board for review.

DIRECTOR'S REPORT

Ms. Kocin stated that both circulation and door count are up. Staff are geared up for the Summer Reading Program. The director will update the Board on the patron surveys at the next meeting. The library has spent most of the marketing budget on promoting programs, but the Marketing Director pointed out that most people come to the library for the collection. Therefore, the library will focus more on promoting the collection.

NEW BUSINESS

Amy Galluch was introduced to the Board. She started as the Children's Services Coordinator in January. She has noticed that the five and under crowd like to be at the park, so the library goes to the park for programming. Lego Club this evening was completely full. Valerie Kocin gave props to Amy Galluch and Danielle Welling for their initiative in filling the learning gap and making a bigger impact in the community.

Postcards highlighting the Summer Reading Program were mailed out with a QR code that allows people to sign up for the program. Danielle Welling along with the Children's Services staff also made an awesome video to promote the program. Cheryl Bruce asked if the Board could view the video. It's currently on the library website, but Valerie Kocin will send out the link to the Board as well.

PUBLIC PARTICIPATION

Cheryl Bruce asked if the Friends of the Library had any plans for a book sale. Sue Harden replied nothing was yet planned. They are currently focusing on cleaning things out.

EXECUTIVE SESSION

Cheryl Bruce made a motion at 7:30pm to enter into Executive Session for the purpose of discussing employment of a public employee. Nikki Cebula seconded, and roll call vote was called.

Deborah Ziccardi - yes

Rick Rubin - yes

Sean Blake - yes

Sandra Zirke - yes

Cheryl Bruce - yes

Nikki Cebula - yes

Mike Dunton - yes

Darien Genova - yes

Marcia Liikala - yes

Robin Worthington - yes

Meeting Minutes
May 17, 2022

The Board adjourned Executive Session at 8:23pm and entered into public session.

ADJOURN

The meeting adjourned at 8:23pm.

Approved By,

Respectfully Submitted By,

Deborah Ziccardi, Board President

Sean M. Blake, Secretary/Is