

**Minutes**  
**Regular Meeting**  
*November 17, 2015*

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

**Tuesday, November 17, 2015, 7:00 p.m.**

**CALL TO ORDER**

Cheryl Bruce called the meeting to order at 7:00 p.m.

**ATTENDANCE:**

Susan Gatton, Deborah Ziccardi, Helen McWilliams, Sandra Krueger, Rick Rubin, William Maki, Cheryl Bruce, Robert Heydorn, Rebecca Zurava, Dick Smith, Wes Johnston; Fiscal Officer, Susan Finley, and Library Director, Kevin Rosswurm.

Guests: Mary Ann Kenny and Donna Briggs.

**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 Dick Smith, seconded by Robert Heydorn, and passed unanimously.

**ADOPTION OF THE MINUTES**

A motion to approve the minutes of the *Regular Meeting* of October 20, 2015 was made by Rick Rubin, seconded by Helen McWilliams, and passed unanimously.

**CORRESPONDENCE:** Resignation letter from Helen McWilliams.

**PUBLIC PARTICIPATION:** None

**TREASURER'S REPORT**

Susan Finley presented the October and November, 2015 bills in the amount of \$419,623.10. A motion to approve payment was made by Susan Gatton, seconded by Sandra Krueger and passed unanimously.

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Susan Finley presented the various fund balances as of October 31, 2015 as follows:

General Fund	\$ 726,283.44
Building Fund	1,537,460.24
Endowment	30,701.02
Affleck Scholarship Fund	52,235.61
Underwood Memorial Fund	0.00

**CLERK'S BALANCE      \$2,346,680.31**

The month-to-date Bank Report as follows:

Primary Checking	2,282,992.17
Petty Cash and change	80.00
Star Ohio	63,608.14

**TOTAL                              \$2,346,680.31**

Susan Gatton moved to approve the Treasurer's Report, subject to audit; seconded by Sandra Krueger. Motion passed unanimously.

**COMMITTEE REPORTS**

- A. **AUDIT & FINANCE:** Motion moved by Susan Gatton and seconded by Sandra Krueger.

**2015-27 MOTION: Move that the Cuyahoga Falls Library Board of Trustees authorize the Fiscal Officer to post the library's expenditures on the State Treasurer's Ohio Checkbook.**

Motion passed unanimously.

- B. **BUILDING:** Phase I of the renovation will be completed by December 13.

- C. **RECORDS RETENTION:** No report.

- D. **FRIENDS OF THE LIBRARY:** No report.

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**DIRECTOR'S REPORT:** Please see written report.

**OLD BUSINESS:** None

**NEW BUSINESS:** The Library will host its eighth annual Staff Recognition Day on Thursday, December 17. Two staff members will be honored for their years of service, along with those who have perfect attendance during the past year. Board President Cheryl Bruce will present the awards.

**ACCEPTANCE OF GIFTS:** Moved by Susan Gatton and seconded by William Maki to accept all gifts with gratitude.

A motion was made by Sandra Krueger and seconded by Rick Rubin that the Cuyahoga Falls Library Board of Trustees go into Executive Session at 7:32 p.m. to discuss confidential personnel matters. Motion passed unanimously.

A motion was made by Susan Gatton and seconded by William Maki that the Cuyahoga Falls Library Board of Trustees come out of Executive Session at 8:25 p.m. Motion passed unanimously. No action was taken.

**ADJOURN**

The meeting adjourned at 8:25 p.m.

Respectfully Submitted By,

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Wes Johnston, Secretary/sf

Approved By,

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Cheryl Bruce, Board President