

Minutes
Regular Meeting
April 19, 2016

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

Tuesday, April 19, 2016, 7:00 PM

CALL TO ORDER

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

ATTENDANCE:

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

Excused: Wes Johnston

Guests: Mary Ann Kenny, Sue Harden, and Rose Murphy

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 William Maki, and passed unanimously.

ADOPTION OF THE MINUTES

A motion to approve the minutes of the *Regular Meeting* of March 15, 2016 was made by Sandra Krueger, seconded by Robert Heydorn, and passed unanimously.

CORRESPONDENCE: None

PUBLIC PARTICIPATION: None

TREASURER'S REPORT

Susan Finley presented the March and April, 2016 bills in the amount of \$679,168.42. A motion to approve payment was made by Deborah Ziccardi, seconded by Dick Smith, and passed unanimously.

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Susan Finley presented the various fund balances as of March 31, 2016 as follows:

General Fund	\$ 510,287.16
Building Fund	325,612.50
Endowment	37,946.45
Affleck Scholarship Fund	51,308.24

CLERK'S BALANCE \$ 925,154.35

The month-to-date Bank Report as follows:

Primary Checking	861,381.03
Petty Cash and change	80.00
Star Ohio	63,693.32

TOTAL \$ 925,154.35

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

COMMITTEE REPORTS

- A. AFFLECK SCHOLARSHIP: One application was submitted.
- B. ART: No report
- C. BUILDING: Motion moved by Sandra Krueger and seconded by Dick Smith.

2016-14 MOTION: Move that the Cuyahoga Falls Library Board of Trustees approve Change Order #4 with R.T. Hampton, in the amount of \$8,432.15.
 Motion passed unanimously.

- D. FINANCE/AUDIT: No report
- E. FRIENDS OF THE LIBRARY: The next book sale will be June 10 and 11.
- F. GRAEFE COMMITTEE: No report
- G. RECORDS RETENTION: No report

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DIRECTOR'S REPORT

Kevin Rosswurm reported that, through the leadership of the Fiscal Officer, the library is now accepting credit and debit cards in Circulation Services. The Director also noted that the library received a very clean bill of health after the air quality test of the Lower Level.

OLD BUSINESS: none

NEW BUSINESS: Rick Rubin moved to amend the agenda to include the search for a new Library Director; seconded by William Maki and approved unanimously.

Motion moved by Rick Rubin and seconded by Rebecca Zurava.

2016-15 MOTION: Move that the Cuyahoga Falls Library Board of Trustees officially select Valerie Kocin as the next director of the Cuyahoga Falls Library. A Letter of Agreement sets forth the terms of employment for the new director, which includes a starting salary of \$97,000 and a starting date prior to June 15, 2016.

Seconded by Rebecca Zurava.

Cheryl Bruce	Yes
Mike Dunton	Yes
Robert Heydorn	Yes
Wes Johnston	Absent
Sandra Krueger	Yes
William Maki	Yes
Rick Rubin	Yes
Dick Smith	Yes
Deborah Ziccardi	Yes
Rebecca Zurava	Yes

Passed unanimously.

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ACCEPTANCE OF GIFTS: None

ADJOURN

The meeting adjourned at 7:33 p.m.

Respectfully Submitted By,

Sandra Krueger, Secretary pro-tem /sf

Approved By,

Cheryl Bruce, Board President

DIRECTOR'S REPORT

April 19, 2016

CUSTOMER SERVICE

Lending took another dip in March. Even with the newly renovated lower level, we had fewer visitors borrowing fewer items. Adult circulation dropped 3%, young adult lending fell 16%, and children's borrowing plummeted 25%. There were a few highlights, however, with adult paperbacks, magazines, and blu-rays all more popular this March than a year ago. Some audiobook categories also rose, as did our e-book and e-audio book circulation.

We reopened the meeting rooms early in March. It has, and will, take a while to rejuvenate our own programing and to do the same for community groups. We presented 34 adult/young adult programs for 440 people and offered 12 children's events for almost 300 youngsters in the library. The most popular adult program, the Gold Tones jazz concert, was held on the last day of the month. The Children's Services highlight was SENSEploration during spring break.

The public service departments had a very cordial and productive meeting with representatives from the International Institute and the principal of Dewitt Elementary School to discuss services to immigrants and refugees in our area. A number of avenues were pursued and, as a result, we will initiate some programs to help foreign born children and adults in the Falls.

PERSONNEL

There has been a lot of personnel activity the past two month and will be even more next month. As I mentioned during the March meeting we have two new part-time shelvers. Donna Radilovic and Michelle Spencer are both quite capable and very enthusiastic about working in the library. We've also hired a new custodian/maintenance person. Kurt Shoemaker started April 4. Kurt's previous job was across the street at St. Joseph's. All three new employees are excellent additions to the staff.

We will have significant turnover in Cataloging and Acquisition Services this spring. Kathy Jacobs has already retired and Rosemary Burge will do the same at the end of the month. Kathy has worked at the library since September, 1987. During that time virtually every item that has been added to the collection passed over her desk and through her hands. Rosemary has worked here since March, 1996. She is the master of cut-and-paste, processing audio-visual material for use by library members. Both Kathy and Rosemary will be difficult to replace, but we wish them much happiness in their well-earned retirement.

LEVY

As everyone knows by now, the levy was approved by a margin of 8,313 to 3,302. The library won support in all 36 precincts, some by very large margins. Across the state 13 of 15 library issues were victorious.