

Minutes
Regular Meetings
November 16, 2004

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

Tuesday, November 16, 2004, 7:30 PM
Library Board Room

CALL TO ORDER

Jack Hayes called the meeting to order at 7:30 p.m.

ATTENDANCE:

Jack Hayes, Robert Ferguson, Joanne Green, David Riede, Susan Gatton, Betsy Booth, Russell Smith, Audrey Sandor, Mary Lou Gault, and Library Director, Kevin Rosswurm

Excused: Jon Strubbe and Sandra Krueger

Guests: Kristin Casale (*Falls News-Press*), Tim Hunsicker (CBLH Design)

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 Robert Ferguson, seconded by Mary Lou Gault, and passed unanimously.

ADOPTION OF THE MINUTES

A motion to approve the minutes of the Regular Meeting of October 19, 2004 was made by Joanne Green, seconded by Betsy Booth, and passed unanimously.

BUILDING COMMITTEE: Tim Hunsicker, CBLH Design, reported on the latest design and the color scheme for Phase I of the remodeling project.

CORRESPONDENCE: Louis Schott; Stephen Pruneski

COMMENTS FROM THE PUBLIC: None

TREASURER'S REPORT

Susan Gatton presented and moved the payment of the October and November 2004 bills in the amount of \$158,060.25. Motion was seconded by David Riede and passed unanimously.

Minutes
Regular Meeting
November 16, 2004

Mrs. Gatton presented the various fund balances as of October 31, 2004 as follows:

General Fund	\$ 583,222.05
Building Fund	2,443,499.99
Endowment	17,691.53
Caroline Affleck Memorial Scholarship Fund	54,902.74
Carl & Mary Graefe Fund	106,170.39
Paul & Mildred Underwood Memorial Fund	23,692.67
Children's Literary Fund	19,720.09

CLERK'S BALANCE \$3,248,899.46

The month-to-date Bank Report as follows:

Primary Checking	\$561,668.40
Petty Cash and change	140.00
Star Ohio	2,687,091.06

TOTAL \$3,248,899.46

Mrs. Gatton moved to approve the Treasurer's Report, subject to audit; seconded by Russell Smith. Motion passed unanimously.

Upon a motion by Susan Gatton, seconded by Mary Lou Gault:

2004-23 MOTION: Move that the Cuyahoga Falls Library Board of Trustees approve the 2004 Trustees Council allocation formula for the distribution of the LLGSF within Summit County under which the Library will receive 7.6475% of the available funds.

Motion passed unanimously

COMMITTEE REPORTS

- A. GRAEFE MEMORIAL: Flowers will be placed on the graves for Thanksgiving and Christmas
- B. AFFLECK SCHOLARSHIP: No report
- C. SCULPTURE/DONATED ART: No report

Minutes
Regular Meeting
November 16, 2004

D. FRIENDS OF THE LIBRARY: The Fall Book Sale made more than \$13, 000! The Friends will put up the Christmas display on December 3rd.

F. FINANCE: No report.

G. POLICY: No report

DIRECTOR'S REPORT: Please see written report.

OLD BUSINESS: None

NEW BUSINESS: Mr. Hayes appointed the Nominating Committee, including David Riede (Chairman), Mary Lou Gault, Audrey Sandor and Robert Ferguson

ACCEPTANCE OF GIFTS : None

ADJOURN

The meeting adjourned at 8:55.

Respectfully Submitted By,

Mary Lou Gault, Secretary/de

Approved By,

Jack Hayes, Board President

DIRECTOR'S REPORT

November 16, 2004

CUSTOMER SERVICE

For the second time this year circulation took a dip. Almost 3,000 fewer items were charged out last month, a decrease of just under 5%. Adult circulation rose slightly in almost all areas, however, for a total increase of over 1%. On the opposite side, circulation of children's materials sank in almost all areas, for a total reduction of 15%! The number of library visitors was down just a bit; less than 1%.

Over 2,900 people attended meetings or programs last month; 573 adults were present for library sponsored events; 1,881 children came to the library for programs or were visited in school; and 503 people used our rooms for community meetings. The children's programming highlight was *The Animal Guys* and their exotic critters. The adult highlight was a political discussion organized by Rex Clarke, Adult Services librarian, on the proposed amendment to the Ohio constitution.

PERSONNEL

The State Employment Relations Board (SERB) ruled in the library's favor, finally deciding that the Technology Services Coordinator is an administrator and thus not a member of the union.

The United Way Campaign was a resounding success. Twenty-three staff members contributed to UW, 360% more than last year. Library employees donated \$1,907 to UW agencies, 222% more than last year. Mary Ann Miller won the Coordinator's Chocolate Basket, Bart Sullivan had lunch with the director, Irene Snyder will receive Connecting Touch's pampering package, and Bart Sullivan, once again, won the personal day! In the end there were many winners, especially those benefiting from United Way.

BUILDING AND GROUNDS

On the library's behalf I accepted the Mayor's Community & Environmental Stewardship Award at the Chamber of Commerce's Awards Banquet.

The Building Committee and the pertinent library departments met with the architects to discuss Phase One of the renovation. At the last meeting the Building Committee reviewed the finish suggestions of the interior designer, Natalie Symon. Tim Hunsicker will present the proposed color scheme and the latest design at the November meeting.