

Minutes
Regular Meeting
March 15, 2005

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

Tuesday, March 15, 2005, 7:30 PM
Library Board Room

CALL TO ORDER

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

ATTENDANCE:

Jack Hayes, Joanne Green, Susan Gatton, Betsy Booth, Jon Strubbe, Mary Lou Gault, Audrey Sandor, Lynda Tebelak and Library Director, Kevin Rosswurm

Excused: Sandra Krueger, Robert Ferguson, and David Riede,

Guests: Phil Keren, *Cuyahoga Falls News-Press*, and 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 Mary Lou Gault; seconded by Audrey Sandor and passed unanimously.

ADOPTION OF THE MINUTES

A motion to approve the minutes of the *Regular Meeting* of February 15, 2005 was made by Betsy Booth, seconded by Mary Lou Gault, and passed unanimously.

CORRESPONDENCE: The Board members introduced themselves to the newly appointed member, Lynda Tebelak

PUBLIC PARTICIPATION: None

BUILDING COMMITTEE: Tim Hunsicker reviewed the bids submitted for Phase 1 of the renovation.

MOTION moved by Joanne Green and seconded by Audrey Sandor.

2005-05 MOTION--Move that the Cuyahoga Falls Library Board of Trustees award the building contract and three (3) alternates to Summit Construction, for a total of \$909,735.00.

Motion passed unanimously.

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TREASURER'S REPORT

Susan Gatton presented and moved the payment of the February and March 2005 bills in the amount of \$136,060.97. The motion was seconded by Mary Lou Gault and passed unanimously.

Mrs. Gatton presented the various fund balances as of February 28, 2005 as follows:

General Fund	\$ 620,271.94
Building Fund	2,420,414.73
Endowment	30,163.15
Caroline Affleck Memorial Scholarship Fund	55,276.22
Carl & Mary Graefe Fund	106,854.64
Paul & Mildred Underwood Memorial Fund	23,847.21
Children's Literary Fund	16,575.63
CLERK'S BALANCE	\$3,273,403.52

The month-to-date Bank Report as follows:

Primary Checking	\$568,434.00
Petty Cash and change	140.00
Star Ohio	2,704,825.52

TOTAL **\$3,273,403.52**

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

COMMITTEE REPORTS

- A. GRAEFE MEMORIAL: Poinsettias were removed from the graves.
Daffodils will be placed on the graves for Easter and Mr. Graefe's birthday.
- B. AFFLECK SCHOLARSHIP: No report
- C. SCULPTURE/DONATED ART: No report
- D. FRIENDS OF THE LIBRARY: No report

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F. FINANCE:

Motion moved by Susan Gatton and seconded by Joanne Green

2005-06 MOTION: Move that the Cuyahoga Falls Board of Trustees authorize the Library Director to pursue placing a levy on the ballot in November, 2005.

Motion passed unanimously.

G. POLICY: Draft policies were distributed for review and consideration at the April Board meeting.

DIRECTOR'S REPORT: Please see written report.

OLD BUSINESS: None

NEW BUSINESS: The president appointed the Board committees for 2005.

ACCEPTANCE OF GIFTS:

Moved by Susan Gatton and seconded by Joanne Green to accept all gifts with gratitude.
Motion passed unanimously.

ADJOURN

The meeting adjourned at 8:55.

Respectfully Submitted By,

Mary Lou Gault, Secretary/de

Approved By,

Jack Hayes, Board President

Director's Report

March 15, 2005

CUSTOMER SERVICE

Circulation was down again, but ever so slightly. We would have shown an increase if not for this February being a day short. Adult circulation was up over 4%. Children's circulation took another dip and was off 13%. The number of visitors continues to grow, however, rising more than 4%.

We sponsored 58 adult library programs, with 740 people attending. The most blood curdling evening of the month was *Lizzie Borden: Did She or Didn't She?* Children's Services presented 59 programs, in and outside the building, which were attended by 1,645 people. *Chocolate Meltdown* was the sweetest event for youth.

TV-Turnoff Week is April 25-May 1!

PERSONNEL

The library will staff a booth at the Community Expo on Saturday and Sunday, March 12 and 13th. We'll chat with visitors, distribute information about the library, and raffle off logo T-shirts to new registrants.

BUILDING and GROUNDS

We had a well attended pre-bid meeting at the library, with nine general contractors attending, along with a number of sub-contractors. The bids will be opened at noon, Friday, March 11. Tim Hunsicker of CBLH Design will evaluate the bids and make a report to the Board at the March meeting.