

**Minutes**  
**Regular Meeting**  
*July 19, 2005*

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

**Tuesday, July 19, 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, David Riede, Joanne Green, Mary Lou Gault, Audrey Sandor, Lynda Tebelak, Sandra Krueger, Susan Gatton and Library Director, Kevin Rosswurm

Excused: Betsy Booth, Jon Strubbe, and Robert Ferguson

Guests: None

**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 David Riede, and passed unanimously.

**ADOPTION OF THE MINUTES**

A motion to approve the minutes of the *Regular Meeting* of June 21, 2005 was made by Joanne Green, seconded by David Riede, and passed unanimously.

**CORRESPONDENCE:** City School District resolution to Board of Election; Clemans-Nelson re: SERB decision; e-mail from Lou Schott.

**PUBLIC PARTICIPATION:** None

**TREASURER'S REPORT**

Susan Gatton presented and moved the payment of the June and July 2005 bills in the amount of \$107,386.26. The motion was seconded by Mary Lou Gault and passed unanimously.

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Mrs. Gatton presented the various fund balances as of June 30, 2005 as follows:

General Fund	\$ 524,133.54
Building Fund	2,414,223.10
Endowment	30,645.44
Caroline Affleck Memorial Scholarship Fund	53,769.29
Carl & Mary Graefe Fund	107,744.18
Paul & Mildred Underwood Memorial Fund	24,051.25
Children's Literary Fund	20,088.13
<b>CLERK'S BALANCE</b>	<b>\$3,174,654.93</b>

The month-to-date Bank Report as follows:

Primary Checking	\$444,948.49
Petty Cash and change	140.00
Star Ohio	2,729,566.44

**TOTAL** **\$3,174,654.93**

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

**COMMITTEE REPORTS**

- A. BUILDING COMMITTEE: The renovation and expansion of the library entrance is on schedule.
- B. GRAEFE MEMORIAL: Flowers were placed on gravesite for July 4th.
- C. AFFLECK SCHOLARSHIP: No report
- D. SCULPTURE/DONATED ART: The committee reviewed *Aperture* magazine and recommended that it remain in the library collection.
- E. FRIENDS OF THE LIBRARY: No report
- F. FINANCE: No report

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

**OLD BUSINESS:** None

A motion was made by Jack Hayes and seconded by Joanne Green that the Cuyahoga Falls Library Board of Trustees go into Executive Session at 8:25 p.m. to discuss confidential legal matters. Motion passed unanimously.

A motion was made by Jack Hayes and seconded by David Riede that the Cuyahoga Falls Library Board of Trustees come out of Executive Session at 8:35 p.m. Motion passed unanimously.

**NEW BUSINESS:** None

**ACCEPTANCE OF GIFTS:** None

**ADJOURN**

The meeting adjourned at 8:35.

Respectfully Submitted By,

\_\_\_\_\_  
Mary Lou Gault, Secretary/de

Approved By,

\_\_\_\_\_  
Jack Hayes, Board President

## **DIRECTOR'S REPORT**

*July 19, 2005*

### **CUSTOMER SERVICE**

While circulation was essentially flat last month (up 1,396 items, or 1%), we still set a new record for the most items charged out in a single month. As they have for months, Adult Services lead the way. Books, recordings, and videos were all above what we loaned in June, 2003. Adult circulation was up just over 4,000 items, or almost 10%. Unfortunately children's circulation dropped once again. They were 3,400 items (12%) off last June.

Closing the 2<sup>nd</sup> Street entrance had a significant impact on our visitor count. Because of the renovation we now have only one public entrance and, most importantly, a single exit gate. When the pavilion was open we had two exits, plus the exit on Third Street. It is highly unlikely that our customers dropped from 30,000 last year to just under 22,000 this year. Either the current count is inaccurate, or last June's count was off. Time will tell.

The library sponsored 30 adult programs in June, with a total of 338 people in attendance. We also presented 21 children's programs, or school visits, for almost 1,300 young people. The adult highlights were the perennial favorites *All About E-bay* and the *Antiques Road Show*. Children's Services started the Summer Reading Program with the *Beauty and the Beast* puppet show playing to a full house.

### **BUILDING AND GROUNDS**

Construction is on schedule. The demolition is complete, the foundation and the concrete slab poured, and the drainage system in place. The structural steel will arrive shortly and the windows on the northeast side of the building (Board Room/administrative offices) will be filled in. Early in August the elevator demolition will begin, along with the installation of the new roof.

The city is repairing the Third Street sidewalk from Portage Trail to the Sutliff Apartments. Some of that work is in front of the library. The repair work will not block access to the building; only require people to walk on the grass. Work should be completed by July 19.

### **PERSONNEL**

Maxine Clement was hired to serve as Assistant Coordinator of Circulation Services. Maxine has a significant amount of library experience. She worked the last four years as the Assistant Circulation Manager at the University City Regional Branch of the Charlotte- Mecklenburg County Public Library. She also worked at the Union County Public Library (NC) and at the St. Catharines Public Library (Ontario).

The unfair labor practice charge against the library was "dismissed with prejudice." After their investigation SERB found that "no probable cause exists to believe that the Charged Party has violated the Ohio Revised Code."

### **BUDGET/LEVY**

The state budget is in place for the next two years and we have a better, but not complete, picture of how we will fare during that time. For the remainder of the year we will receive the same amount of money we received last year. In 2006 we will receive, depending upon the Summit County formula, the same amount we received this year, or our share of the state income tax, whichever is less. For the first half of 2007 it will be the same thing: the same amount we received in 2006, depending upon the Summit County formula, or our share of the state income tax, whichever is less. Current projections indicate that increased tax revenue will make up the 4.2% state income tax reduction in 2005-06. We don't know now whether income growth will meet the 8.4% reduction in income tax for 2006-07. Even more worrisome are the subsequent reductions of 12.6%, 16.8%, and 21%.

Also troubling is the elimination of the tangible personal property tax. This removes commercial property from the tax rolls, reducing the revenue from all local levies. What impact this will have on our levy is currently unknown. The County Fiscal Officer will provide that information as soon as possible.

The School Board approved our levy resolution and submitted it to the County Board of Elections. We will have a five year levy of 1.3 mills (13 cents per \$100 of assessed valuation) on the ballot November 8, 2005.

#### **PUBLIC LIBRARY CIRCULATION TRENDS**

During the past five years circulation in Ohio public libraries has risen from 144,910,777 (2000) to 170,034,977 (2004), a 17% increase. Summit County did even better than that. The total circulation among the seven public libraries in the county rose from 6,753,956 to 8,090,669, an increase of 20%. The Cuyahoga Falls Library topped them all, however, growing our circulation from 489,801 to 737,900, a 51% improvement!