

Minutes
Regular Meeting
September 20, 2005

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

Tuesday, September 20, 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, Robert Ferguson, Betsy Booth, Sandra Krueger, Joanne Green, Susan Gatton, Mary Lou Gault, Audrey Sandor, Lynda Tebelak and Library Director, Kevin Rosswurm

Excused: Jon Strubbe

Guest: Phil Keren, *Cuyahoga Falls News-Press*.

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 August 16, 2005 was made by Joanne Green, seconded by David Riede, and passed unanimously.

A motion to approve the minutes of the *Special Meeting* of August 30, 2005 was made by Sandra Krueger, seconded by Audrey Sandor, and passed unanimously.

CORRESPONDENCE: Thomas Pozza

PUBLIC PARTICIPATION: None

TREASURER'S REPORT

Susan Gatton presented and moved the payment of the August and September 2005 bills in the amount of \$227,528.42. The motion was seconded by Mary Lou Gault and passed unanimously.

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Mrs. Gatton presented the various fund balances as of August 31, 2005 as follows:

General Fund	\$ 438,790.15
Building Fund	2,334,668.72
Endowment	30,913.86
Caroline Affleck Memorial Scholarship Fund	54,065.70
Carl & Mary Graefe Fund	108,296.10
Paul & Mildred Underwood Memorial Fund	24,173.90
Children's Literary Fund	12,383.04
CLERK'S BALANCE	\$3,003,291.47

The month-to-date Bank Report as follows:

Primary Checking	\$258,615.52
Petty Cash and change	140.00
Star Ohio	2,744,535.95

TOTAL **\$3,003,291.47**

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

COMMITTEE REPORTS

A. BUILDING COMMITTEE: the rough exterior walls are up, along with the interior studs, and the roof. The elevator shaft is ready for construction and masonry work will begin shortly. While there may be some adjustment, the current completion date has been pushed back to late November.

B. FINANCE:

Motion moved by Susan Gatton and seconded by David Riede.

2005-15 MOTION: Move that the Cuyahoga Falls Board of Trustees amend the 2005 General Fund budget by transferring \$1,500 from Furniture/Equipment (5500) to Dues/Membership (7100) and \$9,000 from Books (4100) to Subscription Services (4200).

C. GRAEFE MEMORIAL: No report

D. AFFLECK SCHOLARSHIP: No report

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D. SCULPTURE/DONATED ART: No report

E. FRIENDS OF THE LIBRARY: Book sale is November 4 and 5.
The Friday closing time has been changed from 8:00 p.m. to 6:00 p.m.

G. POLICY: No report

DIRECTOR'S REPORT: Please see written report.

OLD BUSINESS: None

NEW BUSINESS: None

A motion was made by Mary Lou Gault and seconded by Robert Ferguson that the Cuyahoga Falls Library Board of Trustees go into Executive Session at 8:11 p.m. to discuss confidential personnel matters. Motion passed unanimously.

A motion was made by Susan Gatton and seconded by David Riede that the Cuyahoga Falls Library Board of Trustees come out of Executive Session at 8:34 p.m. Motion passed unanimously. No action was taken.

ACCEPTANCE OF GIFTS: No gifts.

ADJOURN

The meeting adjourned at 8:35.

Respectfully Submitted By,

Mary Lou Gault, Secretary/de

Approved By,

Jack Hayes, Board President

DIRECTOR'S REPORT

September 20, 2005

CUSTOMER SERVICE

Circulation rose substantially last month, even though the main stairwell was closed on August 8th. We charged out 7,000 more items than in August 2004. Adult circulation lead the way with an increase of more than 17%, while children's sank 1%; overall we charged out 11% more than last year!

The library sponsored 31 adult programs, with 543 people in attendance, and 6 children's programs, with 191 people attending. The adult highlight was the *Aura Overview* and the *Aura Photographs*, which attracted a total of 92 people. Children's Services spent the month focusing on outreach to preschools and recuperating from the Summer Reading Program.

BUILDING AND GROUNDS

The pace of the construction project picked up considerable after the steel was installed. The rough exterior walls are in place, the interior walls will be up shortly, and the roofers are hard at work. Construction is currently about a month behind schedule. We may, however, be able to recoup some of that time over the next few weeks.

The New Telephone System Committee has been hard at work. (The Committee is chaired by Phil Shirley and includes Rex Clarke, Donna Edmunds, Angela Flach, Kathy Jacobs, and Amy Walker). The Committee brainstormed, interviewed a number of vendors, developed specifications, and held meetings and reviewed proposals from four companies. We are very close to selecting a system that will not only bring our telephone services up to date, but will serve our needs for the next 10-15 years. The committee is to be commended for its diligence.

The backflow valve was installed in the Supply Room on the Lower Level. It's not been put to a real test, but the plumber assured us that it's the answer to our flooding problem.

PERSONNEL

We have two new shelvers, Donna Imhoff and Sandy Osborne.