

Minutes
Annual & Regular Meeting
January 24, 2006

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

Tuesday, January 24, 2006, 7:30 PM
Papa Joe's Restaurant

CALL TO ORDER

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

ATTENDANCE:

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

Excused: 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 Lynda Tebelak, and passed unanimously.

ADOPTION OF THE MINUTES

A motion to approve the minutes of the *Regular Meeting* of December 20, 2005 was made by Joanne Green, seconded by David Riede, and passed unanimously.

Motion moved by Lynda Tebelak and seconded by Sandra Krueger.

2006-01 MOTION: Move that the Cuyahoga Falls Library Board of Trustees approve the 2006 slate of officers presented by the Nominating Committee:

Jon Strubbe - President
 David Riede- Vice President
 Susan Gatton - Treasurer
 Joanne Green - Secretary

Motion passed unanimously.

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Motion moved by David Riede and seconded by Mary Lou Gault.

2006-02 MOTION: Move that the Cuyahoga Falls Library Board of Trustees approve the appointment of Susan Gatton as the Clerk-Treasurer for Fiscal Year 2006.

Motion passed unanimously.

Motion moved by Joanne Green and seconded by Lynda Tebelak.

2006-03 MOTION: Move that the Cuyahoga Falls Library Board of Trustees approve the appointment of Theresa Licitri as Deputy-Clerk Treasurer for Fiscal Year 2006.

Motion passed unanimously.

CORRESPONDENCE: None

COMMENTS FROM THE PUBLIC: None

TREASURER'S REPORT

Susan Gatton presented and moved the payment of the December 2005 bills in the amount of \$126,370.84. The motion was seconded by Mary Lou Gault and passed unanimously.

Susan Gatton presented and moved the payment of the January 2006 bills in the amount of \$260,952.50. The motion was seconded by Joanne Green and passed unanimously.

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

| | |
|---|---------------|
| General Fund | \$ 306,717.94 |
| Building Fund | 1,932,038.50 |
| Endowment | 31,373.62 |
| Caroline Affleck Memorial Scholarship Fund | 54,748.14 |
| Carl & Mary Graefe Fund | 109,575.94 |
| Paul & Mildred Underwood Memorial Fund | 24,456.27 |
| Children's Literary Fund | 9,915.81 |

CLERK'S BALANCE \$2,468,826.22

The month-to-date Bank Report as follows:

| | |
|-----------------------|--------------|
| Primary Checking | \$ 90,729.38 |
| Petty Cash and change | 140.00 |
| Star Ohio | 2,377,956.84 |

TOTAL \$2,468,826.22

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

COMMITTEE REPORTS

- A. GRAEFE MEMORIAL: Poinsettias were placed on the graves for Christmas.
- B. AFFLECK SCHOLARSHIP: No report
- C. SCULPTURE/DONATED ART: No report
- D. FRIENDS OF THE LIBRARY: Christmas decorations in the Broad Boulevard window were taken down.
- E. BUILDING: No report
- F. FINANCE: Motion made by Susan Gatton and seconded by Mary Lou Gault.

2006-04 MOTION: Move that the Cuyahoga Falls Library Board of Trustees hereby adopt the 2006 appropriations and authorize the Clerk-Treasurer to certify such appropriations as necessary and required.

Betsy Booth - Yes
 Susan Gatton - Yes
 Mary Lou Gault - Yes
 Joanne Green - Yes
 Jack Hayes - Yes
 Sandra Krueger - Yes
 David Riede - Yes
 Audrey Sandor - Yes
 Jon Strubbe - Yes
 Lynda Tebelak - Yes

Motion passed unanimously

DIRECTOR'S REPORT: Please see written report.

OLD BUSINESS: None

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NEW BUSINESS:

ACCEPTANCE OF GIFTS:

A motion was moved by Susan Gatton and seconded by David Riede to accept all gifts with gratitude. Motion passed unanimously.

ADJOURN

The meeting adjourned at 8:35.

Respectfully Submitted By,

Joanne Green, Secretary/de

Approved By,

Jack Hayes, Board President

DIRECTOR'S REPORT

January 24, 2006

CUSTOMER SERVICE

The heart of our business, public service, was exceptionally strong in 2005. While the construction project made it difficult for patrons to park and use the facility, we still set new records for the number of visitors and the items they borrowed. Circulation rose the last ten months of the year, setting a record of 772,000 items borrowed; 34,000 more items than the previous record! Circulation of adult print material rose slightly, children's print material was down, and digital items of all types were up significantly. It was extremely encouraging to have such a positive response from our patrons under inconvenient, if not trying circumstances.

Over 350 adults attended the 18 different programs the library sponsored last month. Aside from the usual holiday musical programs, the *Avian Flu* presentation was the most popular. Children's Services had more than 460 young people attend the 14 programs they prepared. Their notable program was the Illusion Factory's *Raggedy Ann and Andy*.

BUILDING AND GROUNDS

The library is scheduled to take over the new entrance on January 30. It will take at least a week to move all of our furniture and install the old and new equipment. We are planning to open the new front door by mid-February! The new street signs should be installed, and the old sign on the building removed, before the end of February. The parking lot light-pole foundations are poured and the new lights should be in place as soon as the City can set the posts and bring the lights on-line. The parking lot will be resurfaced and restriped in the spring.

LEVY

At its regular meeting on January 18, the Board of Education approved the Library's levy resolution. The Library Board's resolution, the Board of Education's resolution, and the Fiscal Officer's Certificate of Estimated Property Tax Revenue, were all delivered to the Board of Elections on January 19. The Library levy is now officially certified and will be on the ballot May 2.