

**Minutes**  
**Regular Meeting**  
*July 18, 2006*

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

**Tuesday, July 18, 2006, 7:30 PM**  
**Library Board Room**

**CALL TO ORDER**

Jon Strubbe called the meeting to order at 7:30 p.m.

**ATTENDANCE:**

Sandra Krueger, Susan Gatton, Jon Strubbe, David Riede, Lynda Tebelak, Mary Lou Gault, Robert Ferguson, and Library Director, Kevin Rosswurm.

Excused: Betsy Booth and Jack Hayes

Guests: Lou Schott

**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 Susan Gatton, seconded by Mary Lou Gault. Motion passed unanimously.

**ADOPTION OF THE MINUTES**

A motion to approve the minutes of the *Regular Meeting* of June 20, 2006 was made by Mary Lou Gault, seconded by Robert Ferguson. Motion passed unanimously.

**CORRESPONDENCE:** Linda Aiello; Mayor Don Robart

**COMMENTS FROM THE PUBLIC:** Mr. Schott inquired about the orientation process for new Board members.

**TREASURER'S REPORT**

Susan Gatton presented and moved the payment of the June and July, 2006, bills in the amount of \$173,585.90. The motion was seconded by David Riede and passed unanimously.

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Mrs. Gatton presented the various fund balances as of June 30, 2006 as follows:

General Fund	\$ 487,119.92
Building Fund	1,445,819.72
Endowment	31,956.90
Caroline Affleck Memorial Scholarship Fund	55,762.77
Carl & Mary Graefe Fund	111,507.66
Paul & Mildred Underwood Memorial Fund	24,890.25
Children's Literary Fund	9,489.07
<b>CLERK'S BALANCE</b>	<b>\$2,166,546.29</b>

The month-to-date Bank Report as follows:

Primary Checking	\$249,263.38
Petty Cash and change	140.00
Star Ohio	1,917,142.91
<b>TOTAL</b>	<b>\$2,166,546.29</b>

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

Moved by Susan Gatton and seconded by Robert Ferguson.

**2006-09 MOTION:** That the Cuyahoga Falls Library Board of Trustees designate First Merit Bank as a depository for Library funds.

Motion passed unanimously.

Mrs. Gatton, reporting for the Life Members of the Board, announced that Sandra Krueger has accepted the vacant life trustee position.

Mrs. Gatton also announced that the biennial auditor's report was quite positive, with absolutely no discrepancies or concerns.

**COMMITTEE REPORTS**

A. BUILDING: The punch list is complete.

B. FINANCE: No report

C. SCULPTURE/DONATED ART: George Danhires will visit the library shortly to make a recommendation on citing the sculpture near the entrance.

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D. AFFLECK SCHOLARSHIP: No report

E. GRAEFE MEMORIAL: No report

F. FRIENDS OF THE LIBRARY: Lynda Tebelak will be the liaison to the Friends.

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

**OLD BUSINESS:** None

**NEW BUSINESS:** A motion was made by Mary Lou Gault and seconded by Lynda Tebelak that the Board of Trustees go into Executive Session to discuss confidential personnel matters at 8:02 p.m. Motion passed unanimously.

A motion was made by Robert Ferguson and seconded by David Riede that the Board of Trustees come out of Executive Session at 8:18. Motion passed unanimously. No action was taken

**ACCEPTANCE OF GIFTS:**

Moved by Susan Gatton and seconded by Robert Ferguson, to accept all gifts with gratitude. Motion passed unanimously.

**ADJOURN**

The meeting adjourned at 8:29.

Respectfully Submitted By,

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

Approved By,

\_\_\_\_\_  
 Jon Strubbe, Board President

## **DIRECTOR'S REPORT**

*July 18, 2006*

### **CUSTOMER SERVICE**

Circulation rose for the first time this year. Since June is our busiest month, we also broke our monthly record for total circulation, charging out close to 75,000 items! The lion's share of that growth was in Children's Services. Book and video circulation increased significantly among children. Adult videos also rose, but book circulation was off last June's total.

Circulation for the first half of the year, however, was down appreciably. In 2005, when we were operating on a full schedule, we charged out 18,600 additional items, or 4.7% more than the first six month of this year.

The library presented 24 adult programs in June, with over 380 people attending. As usual our music program drew the largest crowd, with the Buzz Buzzelli Group playing to a full house. The Summer Reading Program is off to a great start! Children's Services presented 20 programs, including school visits, for almost 1,500 youngsters. *The Animal Guys* and *Tom Phoolery* were the two most popular children's programs.

### **BUILDING AND GROUNDS**

The construction landscaper returned to replace the plants that didn't live through the winter or weren't planted in the first place. The completion of the landscaping also completes the construction punch list. We arranged with Ingersoll Landscaping to do some additional work around the building, including planting some roses and junipers at the base of the sign on Second Street. The carpet received its annual summer cleaning. The cleaners were able to remove many of the stains, but not all, as the carpet is clearly showing its age. The fountain has a broken pipe that must be repaired. We are reviewing preventative maintenance agreements on our heating and cooling system. We are also reviewing vendor proposals to replace our current photocopiers.

### **PERSONNEL**

Linda Aiello, one of our Circulation clerks, resigned her position. Linda has worked at the library since December, 1995.

As of July 1, CAMLS is officially out of business and my term on their board complete. I was elected President of the Rotary Club of Cuyahoga Falls for 2006-07.