

**Minutes**  
**Regular Meeting**  
*March 20, 2007*

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

**Tuesday, March 20, 2007, 7:30 PM**  
**Library Board Room**

**CALL TO ORDER**

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

**ATTENDANCE:**

David Riede, Lynda Tebelak, Mary Lou Gault, Jack Hayes, Susan Gatton, Betsy Booth, Jon Strubbe, Cheryl Bruce, Helen McWilliams, Krishna Baranwal and Library Director, Kevin Rosswurm.

Excused: Sandra Krueger

**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 Krishna Baranwal, seconded by Lynda Tebelak, and passed unanimously.

A motion was made by Mary Lou Gault and seconded by Helen McWilliams that the Cuyahoga Falls Library Board of Trustees go into Executive Session at 7:32 p.m. to discuss a confidential personnel matter. Motion passed unanimously.

A motion was made by Sue Gatton and seconded by Jack Hayes that the Cuyahoga Falls Library Board of Trustees come out of Executive Session at 7:37 p.m. Motion passed unanimously. No action was taken.

**ADOPTION OF THE MINUTES**

A motion to approve the minutes of the *Regular Meeting* of February 20, 2007 was made by Cheryl Bruce, seconded by Jack Hayes, and passed unanimously.

**CORRESPONDENCE:** None

**COMMENTS FROM THE PUBLIC:** None

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**TREASURER'S REPORT**

Susan Gatton presented and moved the payment of the February and March, 2007 bills in the amount of \$136,745.82. The motion was seconded by Mary Lou Gault and passed unanimously.

Sue Gatton presented the various fund balances as of February 28, 2007 as follows:

General Fund	\$ 450,963.63
Building Fund	1,443,553.53
Endowment	270,744.50
Caroline Affleck Memorial Scholarship Fund	55,309.91
Carl & Mary Graefe Fund	115,608.58
Paul & Mildred Underwood Memorial Fund	25,802.76
Children's Literary Fund	10,181.66

**CLERK'S BALANCE      \$2,372,164.57**

The month-to-date Bank Report as follows:

Primary Checking	\$ 553,546.98
Petty Cash and change	140.00
Star Ohio	1,818,477.59

**TOTAL                              \$2,372,164.57**

Sue Gatton moved to approve the Treasurer's Report, subject to audit; seconded by Krishna Baranwal. Motion passed unanimously.

**COMMITTEE REPORTS**

- A. GRAEFE MEMORIAL: Flowers will be placed on the graves for Easter
- B. AFFLECK SCHOLARSHIP: The application deadline is April 15, 2007.
- C. SCULPTURE/DONATED ART: No report
- D. FRIENDS OF THE LIBRARY: The Spring Book Sale will be held the first weekend in May. Help is needed for set-up and clean-up.
- E. BUILDING: See Director's Report.
- F. FINANCE: The Board received a brief update on the Governor's proposed 2007-09 state budget.

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

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**ACCEPTANCE OF GIFTS:**

A motion to accept all gifts with gratitude was made by Jack Hayes and seconded by David Riede. Motion passed unanimously.

**ADJOURN**

The meeting adjourned at 8:27 p.m.

Respectfully Submitted By,

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

Approved By,

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

## **DIRECTOR'S REPORT**

*March 20, 2007*

### **CUSTOMER SERVICE**

Circulation continues to grow. We charged out 9,400 more items than in February, 2006 and 3,500 more than in the same month of 2005. That's a 17% increase over last year and 6% above 2005! We witnessed increases in virtually all areas of the collection. Both children's and adult's total circulation rose about the same percentage.

The library organized and presented 54 adult programs, with over 700 people in attendance. Children's Services presented 45 programs, with over 1,100 in attendance. The most interesting children's program, especially among girls, was *How to Be a Ballerina*. The notable adult programs were a travelogue on Italy and a concert by Curtis & Fox.

Our subscription to MyLibraryDV began at the end of February. This service provides over 400 programs and many hours of downloadable video directly to the homes of library customers. Through this service patrons have access to some independent and classic films, but mostly non-fiction programs on cooking, travel, health, home repair, literature, and various public television and cable TV documentaries.

We are in the process of bringing SearchOhio on-line. SearchOhio is an interlibrary loan consortium of eight Ohio public libraries that use the same circulation system (Innovative Interfaces). By joining the group we will make over 7,000,000 items (in the Cuyahoga County, Toledo, and Youngstown public libraries) easily available to our customers. The service will be on-line early next month.

In 2006 more than 4.9 million people visited the seven public libraries in Summit County and borrowed over 8.4 million items. That is 15 items borrowed and 9 visits per capita; both figures are twice the national average.

### **BUILDING AND GROUNDS**

The large library sign on 2<sup>nd</sup> Street was damaged by one of the city's dump trucks when a crew was removing snow from the parking lot. We are working with Ellet Sign to have the sign repaired and with the city to pay for the repairs.

The 3<sup>rd</sup> Street entrance will closed, with emergency exit only, as soon as arrangements can be made and patrons given sufficient notification. There are a limited number of people using the entrance and it is a security problem for the library.

### **PERSONNEL**

We selected a new professional librarian to work in Children's Services. Beth Sucharzewski is a graduate of Cuyahoga Falls High School; she received her graduate degree from the KSU School of Library and Information Science. Ms. Sucharzewski worked as a paraprofessional at the Wadsworth Public Library and has been a children's librarian at the Kent Free Library for almost five years. She will start work at CFL on April 2.