

**Minutes**  
**Regular Meeting**  
*August 21, 2007*

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

**Tuesday, August 21, 2007, 7:30 PM**  
**Library Board Room**

**CALL TO ORDER**

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

**ATTENDANCE:**

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

Excused: David Riede

**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 Betsy booth, seconded by Mary Lou Gault, and passed unanimously.

**ADOPTION OF THE MINUTES**

A motion to approve the minutes of the *Regular Meeting* of July 17, 2007 was made by Lynda Tebelak, seconded by Krishna Baranwal, and passed unanimously.

**CORRESPONDENCE:** None

**PUBLIC PARTICIPATION:** None

**TREASURER'S REPORT**

Susan Gatton presented and moved the payment of the July and August, 2007 bills in the amount of \$211,874.70. The motion was seconded by Mary Lou Gault and passed unanimously.

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Sue Gatton presented the various fund balances as of July 31, 2007 as follows:

General Fund	\$ 963,479.40
Building Fund	1,711,445.58
Endowment	42,579.83
Caroline Affleck Memorial Scholarship Fund	54,606.46
Carl & Mary Graefe Fund	117,271.20
Paul & Mildred Underwood Memorial Fund	26,174.48
Children's Literary Fund	3,245.80

**CLERK'S BALANCE      \$2,918,802.75**

The month-to-date Bank Report as follows:

Primary Checking	\$ 827,439.95
Petty Cash and change	140.00
Star Ohio	2,091,222.80

**TOTAL                      \$2,918,802.75**

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

**COMMITTEE REPORTS**

A. GRAEFE MEMORIAL: No report

B. AFFLECK SCHOLARSHIP: No report

C. ART: No report

D. FRIENDS OF THE LIBRARY: No report

E. BUILDING: The windows at the north end of the building have been boarded up as a precautionary measure. We have solicited proposals to repair the damage to the marble at both the north and the south ends of the building.

F. FINANCE: No report

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

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**ACCEPTANCE OF GIFTS:**

Moved by Susan Gatton and seconded by Betsy Booth, to accept all gifts with gratitude.

Motion passed unanimously.

**ADJOURN**

The meeting adjourned at 8:16 p.m.

Respectfully Submitted By,

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

Approved By,

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

## **DIRECTOR'S REPORT**

*August 21, 2007*

### **CUSTOMER SERVICE**

We had our best month ever, charging out more than 83,000 items in July! That's 8,000 more items (11%) than were charged out last year; the first time our monthly total has ever surpassed 80,000 items; and, of course, the highest monthly circulation in the history of the Library!

Patrons borrowed 8% more adult items and 14% more children's material than last year. So, a good part of the increase was due to Children's Services and the Summer Reading Program. Circulation rose in every section of the collection, with the exception of audio and video tapes. Two relatively new services are starting to catch on with patrons. Over 800 items were borrowed through Search Ohio and more than 250 e-books were downloaded. Almost 30% of the items were charged out on the two Express-Check machines.

Over 33,000 people visited the Library last month. We presented 34 adult programs and 24 children's events in July. Over three hundred adults and 1,000 children attended these programs. The two highlights in Children's Services were the *Harry Potter Workshop* and *Zap the Magical Detective*. The most popular adult program was *The Secret Behind the Secret*.

### **PERSONNEL**

Charlene Fitzgerald resigned her shelving position to accept a job teaching English as a second language. David Allen has been appointed to a two-year term on the Ohio eBook Project Advisory Council.

### **BUILDING AND GROUNDS**

George Danhires worked with a local mason to build the pedestal for his sculpture. The base is complete, with the exception of some small finishing touches, and the two bronze children are permanently reading near the Library entrance.

The art wall in the entrance is scheduled to be painted and the carpet scheduled to be cleaned. We are eagerly awaiting bids to repair the marble facing on the north and south ends of the building.