

Minutes
Regular Meeting
December 18, 2007

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

Tuesday, December 18, 2007, 7:30 PM
Library Board Room

CALL TO ORDER

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

ATTENDANCE:

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

Excused: Krishna Baranwal, Cheryl Bruce, and 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 Mary Lou Gault, seconded by Jack Hayes, and passed unanimously.

ADOPTION OF THE MINUTES

A motion to approve the minutes of the *Regular Meeting* of November 20, 2007 was made by David Riede, seconded by Betsy Booth, and passed unanimously.

CORRESPONDENCE: None

PUBLIC PARTICIPATION: None

TREASURER'S REPORT

Susan Gatton presented and moved the payment of the November and December, 2007 bills in the amount of \$191,338.50. The motion was seconded by David Riede and passed unanimously.

Susan Gatton presented the various fund balances as of November 30, 2007 as follows:

General Fund	\$1,000,237.23
Building Fund	1,854,118.79
Endowment	42,265.54
Affleck Scholarship Fund	55,390.95
Carl & Mary Graefe Fund	118,939.21

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Paul & Mildred Underwood	
Memorial Fund	26,545.31
Children's Literary Fund	3,245.80

CLERK'S BALANCE \$3,100,742.83

The month-to-date Bank Report as follows:

Primary Checking	\$ 862,920.78
Petty Cash and change	140.00
Star Ohio	2,237,682.05

TOTAL \$3,100,742.83

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

COMMITTEE REPORTS

- A. BUILDING: The masons returned to work on the south end of the building. They should finish restoring the marble façade within three weeks. The plumber is almost finished with the new fixtures in the public restrooms.
- B. AFFLECK SCHOLARSHIP: No report
- C. ART: No report
- D. FRIENDS OF THE LIBRARY: No report
- E. GRAEFE MEMORIAL: The gravesites were cleaned and Christmas flowers were placed on the headstones
- F. FINANCE: No report

DIRECTOR'S REPORT: Please see written report.

OLD BUSINESS: The Director showed the Board a portion of new, rotating pre-school book collection donated in part by the Cuyahoga Falls Rotary.

NEW BUSINESS:

Motion moved by David Riede, seconded by Mary Lou Gault:

2007- 20 MOTION: Move that the Cuyahoga Falls Library Board of Trustees approve the 2008 holiday schedule.

Motion passed unanimously.

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Motion moved by Susan Gatton, seconded by Jack Hayes:

- 2007-21** **MOTION: Move that the Cuyahoga Falls Library purchase one blouse or shirt, with the library logo on it, for each non-probationary employee and pay 50% of the cost of each additional blouse or shirt.**

Motion passed unanimously.

Motion moved by Susan Gatton, seconded by David Riede:

- 2007-22** **MOTION: Move that the Cuyahoga Falls Library contract with Innovative Interfaces to purchase automated calling software to notify patrons about their reserved material.**

Motion passed unanimously.

Motion moved by David Riede, seconded by Mary Lou Gault:

- 2007-23** **MOTION: Move that the Cuyahoga Falls Library contract with Innovative Interfaces to purchase Encore, a new generation of on-line library catalog, and Research Pro, a federated search application, for a total of \$63,000.**

Motion passed unanimously.

Sue Gatton announced that the life members met and decided to appoint Robert Heydorn to fill the life membership vacated by the resignation of Mary Lou Gault.

ACCEPTANCE OF GIFTS:

Moved by Susan Gatton and seconded by David Riede, to accept all gifts with gratitude.

Motion passed unanimously.

ADJOURN

The meeting adjourned at 8:15 p.m.

Respectfully Submitted By,

 Mary Lou Gault, Secretary/de

Approved By,

 Jon Strubbe, Board President

DIRECTOR'S REPORT

December 18, 2007

CUSTOMER SERVICE

Library patrons continue to borrow items in record numbers. They charged out 9,700 more items this November than last year and 6,500 more items than the same month in 2005. That's 17% more than in 2006 and 11% more than 2005! We've already exceeded the library's annual circulation record set in 2005. We surpassed 800,000 items on Thursday, December 13. A prize, featuring a library book bag and books with Ohio and local themes, was given to Doug Cooper who borrowed the historic item. By the end of the year we will break our previous circulation record by about 60,000 items.

We've added Tumble Books to the library website. They are children's picture books that appear on-line and may be read manually (turn the pages and read yourself) or as audio books (the pages turn automatically and are read aloud). Not only should the Tumble Books help introduce children to reading and good literature through the internet, but should also be very popular.

Our traveling pre-school collection is now ready to go. We combined a \$500 gift from the Rotary Club of Cuyahoga Falls with some money from the library to start a roving collection of picture books to be used by children in all the local pre-schools.

The library presented 51 adult programs and 31 children's events, with over 550 adults in attendance and almost 880 children. The adult highlight was a program on astronomical photography. The most popular children's event was *The Reluctant Dragon*, a puppet show.

PERSONNEL

To celebrate the circulation of our 800,000th item this year the staff dressed up, wore flowers, and held a luncheon in the library. It was a festive occasion and a good time was had by all.

BUILDING/GROUNDS

Most of the damaged marble on the north end of the building has been replaced. Work will resume at the south end on December 18. The scaffolding will be enclosed to provide some weather protection for the workers. They will then begin installing the anchoring system in preparation for the arrival of the new marble later in the month.

The plumber will begin working on our public restrooms on Monday, December 17.