

Minutes
Annual & Regular Meeting
January 22, 2008

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

Tuesday, January 22, 2008, 7:30 PM
Papa Joe's Restaurant

CALL TO ORDER

Jon Strubbe called the meeting to order at 7:35 p.m.

ATTENDANCE:

David Riede, Susan Gatton, Betsy Booth, Sandra Krueger, Jon Strubbe, Lynda Tebelak, Cheryl Bruce, Helen McWilliams, Krishna Baranwal and Library Director, Kevin Rosswurm.

Excused: Jack Hayes and Bob Heydorn

Guests: Mary Lou Gault

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 Lynda Tebelak, seconded by Sandra Krueger, and passed unanimously.

ADOPTION OF THE MINUTES

A motion to approve the minutes of the *Regular Meeting* of December 18, 2007 was made by Krishna Baranwal, seconded by David Riede, and passed unanimously.

Motion moved by Sandra Krueger and seconded by Krishna Baranwal.

2008-01 MOTION: Move that the Cuyahoga Falls Library Board of Trustees approve the 2008 slate of officers presented by the Nominating Committee:

David Riede - President
 Lynda Tebelak - Vice President
 Susan Gatton - Treasurer
 Betsy Booth - Secretary

Motion passed unanimously.

Minutes
Annual & Regular Meeting
January 22, 2008

Motion moved by Sandra Krueger and seconded by David Riede.

2008-02 MOTION: Move that the Cuyahoga Falls Library Board of Trustees approve the appointment of Susan Gatton as the Clerk-Treasurer for Fiscal Year 2008.

Motion passed unanimously.

Motion moved by Sandra Krueger and seconded by Betsy Booth.

2008-03 MOTION: Move that the Cuyahoga Falls Library Board of Trustees approve the appointment of Theresa Haddad as Deputy-Clerk Treasurer for Fiscal Year 2007.

Motion passed unanimously.

CORRESPONDENCE: None

PUBLIC PARTICITATION: None

TREASURER'S REPORT

Susan Gatton presented and moved the payment of the December, 2007 bills in the amount of \$163,452.55. The motion was seconded by Lynda Tebelak and passed unanimously.

Susan Gatton presented and moved the payment of the January, 2008 bills in the amount of \$65,260.07. The motion was seconded by Krishna Baranwal and passed unanimously.

Mrs. Gatton presented the various fund balances as of December 31, 2007 as follows:

General Fund	\$ 847,201.75
Building Fund	1,861,829.45
Endowment	42,441.31
Caroline Affleck Memorial Scholarship Fund	55,595.70
Carl & Mary Graefe Fund	119,371.04
Paul & Mildred Underwood Memorial Fund	26,643.96
Children's Literary Fund	3,245.80

CLERK'S BALANCE \$2,956,329.01

The month-to-date Bank Report as follows:

Primary Checking	\$710,100.30
Petty Cash and change	140.00
Star Ohio	2,246,278.71

TOTAL \$2,956,329.01

Minutes
Annual & Regular Meeting
January 22, 2008

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

COMMITTEE REPORTS

- A. GRAEFE MEMORIAL: No report.
- B. AFFLECK SCHOLARSHIP: No report
- C. SCULPTURE/DONATED ART: No report
- D. FRIENDS OF THE LIBRARY: No report
- E. BUILDING: No report
- F. FINANCE: Motion made by Susan Gatton and seconded by Betsy Booth.

2008-04 MOTION: Move that the Cuyahoga Falls Library Board of Trustees hereby adopt the 2008 appropriations and authorize the Clerk-Treasurer to certify such appropriations as necessary and required.

Krishna Baranwal - Yes
 Betsy Booth - Yes
 Cheryl Bruce - Yes
 Susan Gatton - Yes
 Jack Hayes - Absent
 Bob Heydorn - Absent
 Sandra Krueger - Yes
 Helen McWilliams - Yes
 David Riede - Yes
 Jon Strubbe- Yes
 Lynda Tebelak - Yes

Motion passed unanimously

Motion moved by Susan Gatton and seconded by Sandra Krueger.

2008-05 Motion: Move that the Cuyahoga Falls Library Board of Trustees award the exempt staff the same wage increase as the bargaining unit staff for 2008.

Motion passed unanimously

Minutes
Annual & Regular Meeting
January 22, 2008

Motion moved by Susan Gatton and seconded by Krishna Baranwal.

2008-06 Motion: Move that the Cuyahoga Falls Library Board of Trustees award the Library's Administrative Assistant an additional \$2,370 for merit and to bring her salary to a competitive level.

Motion passed unanimously

DIRECTOR'S REPORT: Please see written report.

OLD BUSINESS: None

NEW BUSINESS: The Director reported that all Board members now belong to the Library's Record Retention Commission. The Commission will meet once each year.

ACCEPTANCE OF GIFTS:

Moved by David Riede and seconded by Cheryl Bruce, to accept all gifts with gratitude.

Motion passed unanimously.

ADJOURN

The meeting adjourned at 8:20 p.m.

Respectfully Submitted By,

Betsy Booth, Secretary/de

Approved By,

David Riede, Board President

DIRECTOR'S REPORT

January 22, 2008

CUSTOMER SERVICE

We achieved great things in 2007. Library borrowers charged out a record 836,115 items last year. That's 13%, or about 100,000 more than they borrowed in 2006, and 8%, or almost 64,000 more than in 2005. Adult circulation rose 12%; children's increased 13%. While the circulation of books continues to grow, the use of digital media rose at a much faster pace.

Almost 350,000 people visited the library last year. They may have come to check out one the 25,500 new items we added to the collection. Or they could have been one of the 73,300 people who came to the library to use our public computers. Perhaps they were one of the 15,600 children who attended a program, or one of the 6,500 adults who were here for one of their programs. Maybe they didn't visit the library, but were one of the 748,000 people who used our web site, one of the 1,900 people who downloaded audio books, a homebound person who received one of the 2,500 print or audio books that we delivered, or in a car to check out one of 9,000 items at our drive-up window.

PERSONNEL

Ellen Powers, who started working at the library in July, 1985, resigned to move to South Korea.

BUILDING AND GROUNDS

The new marble arrived and the masons are back to work. They've completed the installation on the north end of the building and should have the remainder of the marble in place on the south side by the end of the month. They will return in the spring to clean and seal both facades.