

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

**REGULAR MEETING
Tuesday, March 15, 2022
Sutliff Room**

CALL TO ORDER

Deborah Ziccardi called the meeting to order at 7:02 pm.

ATTENDANCE:

Deborah Ziccardi, Rick Rubin, Sean Blake, Sandra Zirke, Cheryl Bruce, Mike Dunton, Darien Genova, Robert Heydorn, Marcia Liikala, Robin Worthington, Fiscal Officer Laura Searle and Library Director Valerie Kocin.

EXCUSED: Nikki Cebula

GUESTS: None

ADOPTION OF AGENDA

Mike Dunton moved to accept the agenda. The motion was seconded by Rick Rubin and passed unanimously.

ADOPTION OF THE MINUTES

A motion to approve the minutes of the *Regular Meeting* of February 15, 2021 was made by Cheryl Bruce. Darien Genova seconded, and the motion passed unanimously.

TREASURER'S REPORT

Laura Searle presented the February 2022 bills in the amount of \$263,394.82. A motion to approve payment was made by Sean Blake, seconded by Mike Dunton, and passed unanimously.

The various fund balances as of February 28, 2022 are as follows:

General Fund	\$2,299,801.07
Special Revenue Fund	\$7,166.50
Building Fund	\$694,007.15
Endowment Fund	\$54,723.24
Affleck Scholarship	\$51,994.47
CLERK'S BALANCE	\$3,107,692.43

The month-to-date Bank Report as follows:

Huntington Checking	\$4,522.25
Petty Cash & Change	\$110.00
Dollar Bank Checking	\$124,722.00
Star Ohio	\$2,978,308.18
TOTAL	\$3,107,692.43

Sandra Zirke moved to approve the Treasurer's Report, subject to audit; seconded by Rick Rubin. The motion passed unanimously.

RESOLUTION 2022-11: Sandra Zirke moved that the Cuyahoga Falls Library Board of Trustees approve the February donations, increasing the Adult Fiction expense line (101.1.54150) by \$161.59. Sean Blake seconded, and the motion passed unanimously.

RESOLUTION 2022-12: Sandra Zirke moved that the Cuyahoga Falls Library Board of Trustees approve the LSTA Celebrating Ohio Book Awards & Authors grant, increasing the Teen Book account line (101.3.54101) by \$1,624.00. Sean Blake seconded, and the motion passed unanimously.

RESOLUTION 2022-13: Sandra Zirke moved that the Cuyahoga Falls Library Board of Trustees approve increasing the Consultant Services expense account line (101.0.53710) by \$5,491.34. Sean Blake seconded, and the motion passed unanimously.

BOARD PRESIDENT REPORT

Deborah Ziccardi thanked our generous donors Mary Lou McClaren, Carmen Mercer, and Brett and Melissa Safran, who made donations in memory of Barbara Urbank. She also thanked the Friends of the library for their generous donation.

She recognized the wonderful work our library staff are doing and the terrific news coverage of their good work. She could not be more excited by the inclusion of ASL interpreters.

COMMITTEE REPORTS

A. ART:

Rick Rubin handed out a suggested change to the bylaws concerning the committee. One consideration is who is responsible for disposal of art. Laura Searle will check with other association libraries to see if there are any laws pertaining to this subject. Rick Rubin will forward the proposed amendment to the Policies/Bylaws Committee. He also raised the consideration of whether a committee or task force is more appropriate.

B. BUILDING:

Rooftec would like to do a walk through on the roof, and Mike Dunton will be available to accompany them. Valerie Kocin sent an email to the Building Committee regarding upcoming building projects. Rick Rubin mentioned the list of potential projects sent by Bill Maki. The Board President will respond. Robert Heydorn asked if there was a cap on the amount of a project before it needs to be brought to the Board. There is currently no policy on spending caps, but the Fiscal Officer and Director will look into other libraries' spending policies.

C. POLICIES/BYLAWS:

Robert Heydorn asked that all proposed changes to the bylaws be sent to him to review at their next meeting.

D. FRIENDS OF THE LIBRARY:

There has been forward progress on the FOL Room. Sean Blake will meet with them to discuss plans for the future. A discussion ensued regarding appropriate shelving options, and Sean Blake will convey those to the Friends.

E. GRAEFE MEMORIAL:

Mary Baldwin conveyed that she really loves maintaining the memorial and would like to continue. Cheryl Bruce asked that she report changes to the Board to ensure their obligation to the memorial is fulfilled.

F. STRATEGIC PLANNING:

Rick Rubin circulated a handout presenting a proposed amendment to the bylaws for consideration.

DIRECTOR'S REPORT

The library has received great press coverage lately. The new Children's Manager will be introduced at a future meeting. The Petting Zoo will return, and the Zoomobile will also visit the library. The donation process is being reviewed. The Director applied for an outdoor Covid test vending machine. The CDC still recommends social distancing, but the library is ready to resume in-person programming at half capacity and open meeting rooms. City council passed the ordinance to share the TIF money with the library that will amount to \$185,000 over the thirty-year tax. Students are no longer required to wear masks, so the Director would like to make masks encouraged but not required for staff.

RESOLUTION 2022-14: Robert Heydorn moved that effective March 16, 2022, the library policy regarding the wearing of masks for the pandemic be as follows: masks are optional in the library for the public and for staff. Masks are recommended for staff and the public who are not fully vaccinated or who are in a vulnerable population, per CDC guidelines. Mike Dunton seconded, and the motion passed unanimously.

NEW BUSINESS

Mike Dunton expressed his desire for the library to have a surplus of PPE supplies in order to be able to take care of the staff in the event of a future pandemic.

Cheryl Bruce would like to move the Director and Fiscal Officer evaluations up to April or May.

ADJOURN

The meeting adjourned at 7:42 pm.

Approved By,

Respectfully Submitted By,

Deborah Ziccardi, Board President

Sean M. Blake, Secretary/Is