

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

REGULAR MEETING

Tuesday, December 16, 2025

Sutliff Room

Call To Order

Robin Worthington called the meeting to order at 6:01 pm.

Attendance

Nikki Cebula, Sean Blake, Robin Worthington, Michael Bowman, Rick Rubin, Karen Schofield, Bryan Van Sweringen Mike Dunton, Sandy Zirke, Cheryl Bruce, Bradley LeBoeuf, Director Andrew Harant, Assistant Director Jennifer Reynard, Fiscal Officer Kevin Gemmell

Adoption of Agenda:

Sean Blake moved to adopt the agenda. 2nd by Bryan Van Sweringen. Motion passed unanimously.

Approval of Minutes

Sean Blake moved to approve the Regular Board Meeting of November 18, 2025. 2nd by Rick Rubin. Motion passed unanimously.

Public Participation: None

Treasurer's Report

Sandy Zirke moved that the Board approve the payment of bills for November 2025 in the amount of \$194,526.06. 2nd by Bryan Van Sweringen. Motion passed unanimously.

Resolution 25-40: Move that the Cuyahoga Falls Library Board of Trustees move \$3,500 from Contingency (101.0.58900) to Digital Materials (101.0.54351). Sandy Zirke. 2nd by Robin Worthington. Motion passed unanimously.

Resolution 25-41: Move that the Cuyahoga Falls Library Board of Trustees move \$250 from the DVD/CD (101.1.54301) to Audio Books - Adult (101.1.54370) Sandy Zirke. 2nd by Sean Blake. Motion passed unanimously.

It was reported that the library received \$134,933.92. in PLF revenue.

Sandy Zirke moved to accept the December Financial Report subject to audit. 2nd by Sean Blake. Motion passed unanimously.

Board President Report:

- Here we are at the very last meeting of 2025. In retrospect, it has been a wild year. Between budget cuts and first amendment police, and perhaps the most wild- an entire computer getting stolen, we have seen Cuyahoga Falls Library prosper. This is largely due to the culture and superior staffing of our library, but I would like to first thank our Director and our Fiscal Officer for leading us through this year with intelligence, integrity, caution, as well as with joy! I do say joy because there have been so many joyful moments this year. Slime and dragons, books and videos of all kinds of “things” to take home, and the most beautiful makerspace have all played a part in making this year joyful.
- I have enjoyed every moment of being board president, and I have really witnessed firsthand how much the board of trustees really care about and do for our library. This board was so productive this year! Navigating finances, updating evaluations, and the POLICY committee. There is a lot of love that I see poured into this place by my friends and colleagues on this board.
- I have also enjoyed getting to know the library staff a bit better, and I can say, hands down, Andy is right. You ALL deserve a shout out. I love the library and I believe the library loves me. That is a crazy statement, if you think about it. I know that I feel at home and at peace when I am visiting here, and everyone is helpful and kind.
- I do want to share that this past month, I took my mom to the library MakerSpace. She has gotten our family each a water bottle with a filter for Costa Rica, and we wanted to personalize them. I need to mention that whenever I come to the library, I never say I am the BOT President, I am just a patron. Whereas the first person I asked for help could not help me, she was so good about getting someone there.
- When Elizabeth was off break, she came in and helped me use the Cricut. As a professional educator, I can assess the teaching style of pretty much anyone, and I have to say that her patience and kindness was wonderful, but her use the gradual release (I do we do you do) was above expectations. She really helped a LOT! Meanwhile, my mom walked all around taking videos of our library to bring back home to VA. That pretty much says it all... you all...my mom was impressed!

Thank you to the staff at the library for working so hard and caring so much. Thank you to the trustees for their helping hands, giving spirits, and friendship. Mostly, thank you to the leadership team: Andy, Kevin Jennifer, and Mandy. Mandy made everything so easy and so fun for me. Jennifer-you do an absolutely amazing job. Keeping the operations of the library going, making sure there is top notch programming, all of it. This library is lucky to have you. Kevin, thank you for stepping up all the time to pull out a character, engage in library activities, but also thank you for streamlining the financials and processes and always making sure we get the most bang for our buck. Andy. Well, Andy, all I can say to you is this: Bravo! You have put together a great team and are leading with vision and heart. I cannot believe that my time with the library board of trustees is coming to an end! However, I know that as Robin steps into my place, she is going to expand and grow this role. I know that she is going to kill it! Thank you all!

Committee Reports:

- a. Building:
 - No Report
- b. Policies/Bylaws Review:
 - Reviewed public records policy. Presented proposed changes and updates.
- c. Finance/Audit Committee:
 - **Resolution 25-42: Move that the Cuyahoga Falls Library Board of Trustees approve the 2026 General Fund Budget in the amount of \$3,390,818.00 Sandy Zirke. 2nd by Bryan Van Sweringen. Motion passed 10 to 1.**
- d. Graefe Memorial: No Report
- e. Personnel Committee:
 - Advised that the Director Evaluation Tool is now complete. Spoke about how it works and what the next steps will be.
- f. Affleck Scholarship Committee:
 - A draft was created to begin updating the scholarship rules.
 - **Resolution 25-43: Move that the Cuyahoga Falls Library Board of Trustees award a \$2,000 scholarship from the Caroline Affleck Scholarship fund to Akasha Walker; Bryan Van Sweringen. 2nd by Sean Blake. Motion passed unanimously.**
- g. Strategic Planning Committee: No report
- h. Art Committee (Ad Hoc): No Report
- i. Nominating Committee (Ad Hoc)

- The committee met and presented the following slate of officers for a vote in the January meeting

President – Robin Worthington

Vice President – Bryan Van Sweringen

Secretary – Karen Schofield

Treasurer – Sandy Zirke

Director's Report:

- Good-bye to Nikki and good luck on City Council. Thank you for all that you have done. Your passion for our library is *2nd* to none, and is greatly appreciated, as is all of the kind words you have shared in your president reports. You will certainly be missed and are leaving big shoes to fill.
- SearchOhio update:
 - There are no further updates on any progress, and no return date yet.
 - I will be participating in a meeting of SearchOhio directors Thursday morning.
 - We have a plan to test with a group of non-staff users when the system gets to a usable state.
- We delayed opening on Tuesday, December 2 until 11:00 am due to inclement winter weather.
- The fire alarm sounded unexpectedly on Tuesday evening, December 9. Staff and patrons evacuated the building.
- Highlights from the Director's written report:
 - PR & Marketing Manager Danielle Welling-Harris sent this month's book recommendation newsletter to people who had not used their library cards in at least three months. 180 people re-engaged with CFL by using their library card in some way, such as placing a hold or checking out a digital item, after receiving this email.
 - The new digital media computer was setup and installed for public use in the MakerSpace by IT Manager Phil Shirley and Peak Technologies. This replaces the one that was stolen a few months ago.
 - 1,620 people visited the MakerSpace this month. This is the first full month using the new door-counter system to track room visits. 206 people reportedly used equipment in the MakerSpace in 2024 based on the previous method of estimating usage.
- Update on OLC Convention and Expo in Cleveland 11/19-11/21: Our poster session was a hit. Several members of our team attended that conference, and each had valuable experiences. We held a debriefing session afterwards to discuss takeaways and ideas.

- Assistant Director Jennifer Reynard gave a brief overview of this year’s Merry Makers event.

Personnel Report:

Move that the Cuyahoga Falls Library Board of Trustees approve the November 2025 Personnel Report Sean Blake. 2nd by Sandy Zirke. Motion passed unanimously.

Unfinished Business:

- **RESOLUTION 25-34: Move that the Cuyahoga Falls Library Board of Trustees make the following resolution below Rick Rubin. 2nd by Sandy Zirke. A roll call vote was taken**

Nikki Cebula – yes

Rick Rubin – yes

Sean Blake – yes

Karen Schofield - yes

Mike Dunton – yes

Michael Bowman – yes

Bradley LeBoeuf – yes

Robin Worthington – yes

Sandy Zirke - yes

Cheryl Bruce – yes

RESOLUTION DECLARING IT NECESSARY TO RENEW AND INCREASE THE LEVY OF A TAX FOR THE PURPOSE OF CURRENT EXPENSES OF THE CUYAHOGA FALLS LIBRARY AND REQUESTING THAT THE SUMMIT COUNTY FISCAL OFFICER TO CERTIFY THE TOTAL CURRENT TAX VALUATION OF THE SCHOOL DISTRICT AND THE DOLLAR AMOUNT OF REVENUE AND INCREASE THAT WOULD BE GENERATED BY THIS LEVY, PURSUANT TO SECTIONS 5705.03, 5705.21, AND 5705.19.

WHEREAS, the Board of Trustees of the Cuyahoga Falls Library, a library association whose service area is contiguous with the boundaries of the Cuyahoga Falls City School District, has requested to seek voter approval of the renewal of a 1.9-mill tax levy plus an increase of 1.0-mill for the current expenses of the Library in accordance with section 5705.19(D), which existing tax levy is to expire in tax year 2025 (collection year 2026); and

WHEREAS, the Library is currently levying a five-year levy of 1.9-mill approved by the voters of the Cuyahoga Falls City School District on November 3, 2020, for approved collection years 2022, 2023, 2024, 2025, and 2026; and

WHEREAS, in accordance with Section 5705.03(B) of the Ohio Revised Code, in order to submit the question of a tax levy pursuant to Sections 5705.21 and 5705.19(D) of the Ohio Revised Code, this Board must request that the Summit County Fiscal Officer

certify the (i) total current tax valuation of the School District, and (ii) dollar amount of revenue that would be generated by the levy; and

WHEREAS, in accordance with Section 5705.03(B) of the Ohio Revised Code, upon receipt of a certified copy of a resolution of this Board declaring the necessity of a tax, stating its purpose, whether it is an additional levy, a renewal or a replacement of an existing tax, or the renewal or replacement of an existing tax with an increase or a decrease, the Section of the Ohio Revised Code authorizing the submission of the question of the tax, the term of years of the tax (or that it is for a continuing period of time), that the tax is to be levied upon the entire territory of the School District, the date of the election at which the question of the tax shall appear on the ballot, that the ballot measure shall be submitted to the entire territory of the School District, the tax year in which the tax will first be levied and the calendar year in which it will be first collected and each county in which the School District has territory, and requesting such certification, the County Fiscal Officer is to certify the (i) total current tax valuation of the School District and (ii) dollar amount of revenue that would be generated by the specified number of mills;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Cuyahoga Falls Library, County of Summit, State of Ohio, that:

Section 1. Declaration of Necessity of Tax Levy. This Board finds, determines and declares that (i) it is necessary to renew the Library's existing 1.9-mill ad valorem property tax levy plus add an increase of 1.0-mill for the purpose of current expenses of the Cuyahoga Falls Library, (ii) as authorized by Sections 5705.21 and 5705.19(D) of the Ohio Revised Code, it intends to submit the question of that renewal levy to the electors of the entire territory of the School District at an election to be held May 5, 2026, and (iii) the School District has territory only in the County of Summit. If approved, that tax will be levied upon the entire territory of the School District for 5 years, commencing in tax year 2026, for collection in yearly calendar 2027.

Section 2. Request for Certification. This Board requests the Summit County Fiscal Officer to certify to it both (i) the total current tax valuation of the School District, and (ii) the dollar amount of revenue that would be generated by the 1.9-mill renewal and 1.0 increase.

Section 3. Certification and Delivery of Resolution to County Fiscal Officer. The Treasurer of this Board is authorized and directed to deliver or cause to be delivered promptly to the Summit County Fiscal Officer a certified copy of this Resolution.

New Business: No Report

Adjournment:

Rick Rubin moved to adjourn the meeting. 2nd by Mike Dunton. Meeting adjourned at 7:47 pm.

Approved By,

Robin Worthington, Board President

Approved By,

Karen Schofield, Secretary