

WASHINGTON-CENTERVILLE PUBLIC LIBRARY
BOARD MEETING MINUTES

January 17, 2023

CALL TO ORDER

The regular Board of Trustees meeting for January 2023 was held at the Centerville Library. Board President Barbara Denison called the meeting to order at 7:01 P.M.

The roll call was as follows: Mr. Bowling, **Present**; Mrs. Cline, **Present**; Mrs. Denison, **Present**; Mrs. Herrick, **Present**; Mr. Nunna, **Absent**; Mrs. Suttman, **Present**; and Mr. Talda, **Present**; also Mrs. Fultz, Library Director; and Mr. Monteith, Fiscal Officer; and members of the public.

HEARING OF THE PUBLIC

Mr. Monteith stated that there was no hearing of the public

OATH OF OFFICE

Sami Ligon, notary public, administered an oath to Barbara Denison, upon her re-appointment to the Board, to support the Constitution of the United States and the state of Ohio, which read:

Do you solemnly affirm that you will support the Constitution of the United States and the constitution of the state of Ohio; and that you will faithfully and impartially discharge your duties as a member of the board of trustees of the Washington-Centerville Public Library, Montgomery County, Ohio to the best of your ability, and in accordance with the laws now in effect and hereinafter to be enacted, during your term of office?

She answered "I do".

Sami Ligon, notary public, administered an oath to John Monteith, upon his re-appointment as Fiscal Officer, to support the Constitution of the United States and the state of Ohio, which read:

Do you solemnly affirm that you will support the Constitution of the United States and the constitution of the state of Ohio; and that you will faithfully and impartially discharge your duties as a member of the board of trustees of the Washington-Centerville Public Library, Montgomery County, Ohio to the best of your ability, and in accordance with the laws now in effect and hereinafter to be enacted, during your term of office?

He answered "I do".

2022 ANNUAL HIGHLIGHTS

Shelby Quinlivan, Community Relations Manager, presented the 2022 Annual Highlights.

EXECUTIVE SESSION

Mr. Talda moved for the Board to adjourn to Executive Session for the purposes of preparing for, conducting or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.

Mr. Bowling seconded the motion.

The roll call vote was as follows: Mr. Bowling, **Yes**; Mrs. Cline, **Yes**; Mrs. Denison, **Yes**; Mrs. Herrick, **Yes**; Mr. Nunna, **Absent**; Mrs. Suttman, **Yes**; and Mr. Talda, **Yes**.

The Board entered into Executive Session at 7:22 p.m.

At 7:41 p.m., the Board President returned the meeting to open session.

RESOLUTION NO. 023-001: BOARD RATIFICATION OF COLLECTIVE BARGAINING AGREEMENT

Mrs. Herrick moved for the ratification of the negotiated Collective Bargaining Agreement with the Washington-Centerville Public Library Staff Association for the period of November 1, 2022 through October 31, 2025.

Mrs. Cline seconded the motion.

The roll call vote was as follows:

Mr. Bowling	<u>Yes</u>	Mr. Nunna	<u>Absent</u>
Mrs. Cline	<u>Yes</u>	Mrs. Suttman	<u>Yes</u>
Mrs. Denison	<u>Yes</u>	Mr. Talda	<u>Yes</u>
Mrs. Herrick	<u>Yes</u>		

The resolution is approved.

APPROVAL OF MINUTES

Mrs. Herrick moved to approve the December 13, 2022 Meeting Minutes and Mrs. Suttman seconded the motion.

The vote was: **Yes**: 4; **No**: 0; **Abstain**: 2 (Bowling, Cline)

Motion is approved

DIRECTOR'S REPORT

▪ **FACILITIES**

- ❖ Centerville Library
 - HVAC project
 - kickoff meeting with Tri-Tech held January 4th
 - walk through this morning
 - suggestion to purchase WB boiler ahead of the rest of the project
- ❖ Woodbourne Library
 - Butterfly garden flyers printed and sign added near the garden
 - Family workstation shipped – policy and guidelines for use

Mrs. Herrick moved for the approval of the Family Workstation Policy. Mrs. Suttman seconded the motion.

The vote was: **Yes**: 6; **No**: 0; **Abstain**: 0

Motion is approved.

▪ **CREATIVITY COMMONS**

- ❖ Township continues to seek a shared location

▪ **PERSONNEL**

- ❖ Currently recruiting for Community Relations Specialist, Makerspace Specialist, and two Adult Services Aides
- ❖ Resume recruitment soon for Systems staff and HR Assistant

▪ **COLLECTIONS/SERVICES/PROGRAMS**

- ❖ Winter Reading Roadmap for adults and Winter Bingo for kids and teens underway
 - Winter Bingo was made a class assignment
- ❖ Small seed library is being formed in partnership with Centerville Washington Park District
- ❖ Upcoming programs and exhibits
 - The Wall That Heals – agreement is finalized, location will be Yankee Park
 - Paul Lawrence Dunbar exhibit begins 1/23
 - Quilt Symbols of the Underground Railroad begins 1/27

▪ **OTHER**

❖ OWL Academy 2023

- 6 applications, 4 people were accepted
- Looking to expand to work with other community agencies

FISCAL OFFICER’S REPORT

- a. Mr. Monteith presented the monthly financial report for December 2022, including the financial statements (Cash Position, Revenue Summary and Expense Summary), Notes to the Financial Statements, Monthly Investment Report and Personnel Items for the board’s review and approval.

Mr. Talda moved to approve the monthly financial report, and Mrs. Suttman seconded the motion.

The vote was: **Yes**: 6; **No**: 0; **Abstain**: 0

- b. Payment of January Expenditures

Mrs. Herrick moved to approve the payment of November expenditures, and Mrs. Denison seconded the motion.

The roll call vote was as follows:

Mr. Bowling	<u>Yes</u>	Mr. Nunna	<u>Absent</u>
Mrs. Cline	<u>Yes</u>	Mrs. Suttman	<u>Yes</u>
Mrs. Denison	<u>Yes</u>	Mr. Talda	<u>Yes</u>
Mrs. Herrick	<u>Yes</u>		

The motion is approved.

NEW/OLD BUSINESS

a. Building Closures

Mrs. Herrick moved to approve the closure of the library for:

1. All-Staff In-Service Day to be held on August 24, 2023
2. Observance of Christmas Eve holiday on December 26, 2023

Mrs. Suttman seconded the motion

The vote was **Yes**: 6; **No**: 0; **Abstain**: 0

b. Library Van Purchase Proposal

Mrs. Fultz presented a proposal regarding the purchase of a Library Van for transit of library materials between the buildings, usage during various events for the transport of needed items and usage during the Americana Parade. As part of the proposal, she presented that we had evaluated three potential vehicles:

1. Ram ProMaster
2. Ford Transit
3. Mercedes Sprinter

During research of the purchase, we found that the Ford Transit vans are unavailable and may take several years for delivery. We also found that the Ram ProMaster van did not meet our needs as it has a reputation for unreliability. Finally, we found the Mercedes Sprinter van cost was slightly more than the Ram ProMaster van, but it had a better build quality, gas mileage, reliability, and safety features.

We also looked into the option to lease versus buying. However, we found that this was not the best option based on our anticipated use, and the desire to wrap the vehicle to identify it as being a library van.

Finally, Mr. Monteith stated that in discussing the matter with our insurance company, they stated that the additional cost on our insurance would be pretty minimal. Anyone driving the van would need to go through a Driving Record check prior to use.

Based on the better reputation and fairly insignificant difference in price, Mrs. Fultz made the recommendation that the Library purchase a Mercedes Sprinter van.

Mrs. Herrick moved to authorize the Library Director to enter into an agreement for the purchase of a Mercedes Sprinter van in an amount not to exceed the previously appropriated amount of \$75,000

The roll call vote was as follows:

Mr. Bowling	<u>Yes</u>	Mr. Nunna	<u>Absent</u>
Mrs. Cline	<u>Yes</u>	Mrs. Suttman	<u>Yes</u>
Mrs. Denison	<u>Yes</u>	Mr. Talda	<u>Yes</u>
Mrs. Herrick	<u>Yes</u>		

The motion is approved.

ADJOURNMENT

Mr. Talda moved to adjourn the meeting at 8:39 PM

President

Secretary