

Synopsis of Board Meeting

November 13, 2018
Centerville Library

CALL TO ORDER at 7:02 p.m.

ROLL CALL – Mr. Bowling, Absent; Mr. Carr, Present; Mrs. Cline, Absent; Mrs. Denison, Present; Mr. Hanseman, Present; Mrs. Herrick, Present; Mr. Nunna, Absent; also in attendance were Ms. Fultz, Assistant Library Director; Ms. Margaret Robinson, Human Resources Manager; Ms. Uttermohlen, Deputy Fiscal Officer; John Fabelo, Kevin McCurdy and Bear Monita of LWC Inc. and members of the public.

HEARING OF PUBLIC – None

COMMITTEE REPORTS

Long-Range Facilities Planning Committee – Update on the Woodbourne Library Project. John Fabelo reviewed the following Change Orders with the Board:

- Change Order No. 75 – Revised Casework. The general contractor originally presented this work to revise some casework quoted at \$11,500. The architects reviewed the quote and were able to drop the quote down to \$5,716.
- Change Order No. 76 – Prep and Caulk Existing Panels. The contract provided for the necessary preparation for the painting of the exterior existing metal panels. The removal of caulking was agreed to previously, but the surface preparation also required sanding. The revised quote is for \$9,574.06.
- Change Order No. 77 – Additional Outlet at the Teen Desk for a Printer. This change order is to extend circuits into the teen service desk in lieu of installing receptacles in floor boxes as shown on the drawings for a cost of \$947.19.
- Change Order No. 78 – Replace Failed Subgrade in the Parking Lot. A section of the pavement in the parking lot was removed and the subgrade was replaced in one failed area at a cost of \$424.29.
- Change Order No. 79 – Unused Signage Allowance. This change order refunds the unused signage allowance included in the Staffco Construction contract.
- Change Order No. 80 – Extended General Conditions. The general contractor submitted a change order for their costs for delays in the project's completion date. The original quote was \$20,740.85 for a 56-day delay to complete the project. The project architect identified costs incurred by the Library because of the project's delayed completion date. The revised quote was reduced to \$13,500.
- Items Requested by the Library. Mr. Fabelo reviewed several potential changes and owner requested items:
 - The architect received a quote for the modification of the sprinkler system in the main restrooms so piping is not exposed in the amount of \$11,369.26.
 - The dumpster gates were omitted from the plans previously signed off on by the City. The City now requires gates enclosing the dumpster area at a cost of \$3,644.75. The dumpster gates were previously approved and are on order.
 - To prevent patrons from by-passing the security gates at the main entrance, we are looking at glass panels in lieu of ropes between the security gates and the vestibule at a cost of \$2,745.

The Board approved a motion to accept Change Orders No. 75 – 80 and the modification of the sprinkler system for \$11,369.26. All in Favor, three members. Abstain, One member. The Board unanimously approved a motion authorizing Ms. Fultz to sign Change Orders No. 75 – 80 in place of Ms. Senft-Paras.

Board meeting minutes are available for public inspection during library administrative office hours.

- Mr. Fabelo reviewed the open punch list items involving landscaping, furniture, lighting and electrical items, and signage. Mr. Fabelo said LWC will do a walk-through of the building a few months before the one-year warranties expire.

Trustee Interview Committee. Mr. Carr left the meeting during the discussion about his interest in being re-appointed to the Library Board for another seven-year term. Mrs. Herrick reported that the deadline to submit letters of interest and resumes was Friday, October 19, 2018. There was one letter of interest received for the seven-year trustee term beginning January 1, 2019. Mr. Carr submitted his letter of interest to be reappointed for another seven-year term. Mr. Hanseman added that Mr. Carr is a fantastic trustee and all appreciate his service on the Board. The Board approved a motion to recommend to the Centerville City School Board that Mr. Carr be reappointed to another seven-year term beginning January 1, 2019 through December 31, 2025. All in Favor, three members. Abstain, one member.

Nominating Committee. Mrs. Herrick announced that the Nominating Committee will present the 2019 slate of officers for appointment at the December 18, 2018 board meeting.

STAFF PRESENTATION – Margaret Robinson reviewed the summary of recommendations for the Board’s consideration:

- Health Insurance. Ms. Robinson reported that the Schools will increase their health insurance premiums by 20% in 2019. The School Board President is in agreement with the recommendation by McGohan Brabender, the benefits broker working with the Schools, to increase the Library’s health insurance premium by 5% based on usage / claim information with no plan design changes. The Board unanimously approved a motion to accept the 5% premium increase for health insurance premiums in 2019; furthermore, Mr. Carr added that the Library may want to shop around next year for health insurance needs in 2020. Mrs. Herrick said that Ohio Library Council has a health insurance carrier available to its members.
- Dental Insurance.

DIRECTOR’S REPORT - Ms. Fultz reported on the following:

- Facilities. The Library is currently working with Innovative Carpet representative Neimann Sorrell to review flooring options for the Centerville Library program room. We are also making plans to replace worn-out carpet at Centerville Library with the 58 boxes of carpet squares that were in storage but are intact and usable.
- Personnel:
 - Our current staff count is 112: 58 fully benefited and 54 partially benefited staff.
 - Robin Poffenberger was voted to be on the Technology First board.
- Collections / Programs / Services:
 - The Dorothy Yeck Good Life Award winners will be celebrated on Thursday, November 29 at 7:00 pm in the Centerville Library program room. A record number of almost 1,000 students have submitted an essay.
 - On Friday, December 7 from 6:30-8:30 pm at Woodbourne Library, we will host a special presentation to commemorate the 50th anniversary of the *National Wide and Scenic Rivers Act*, passed by Congress in 1968. Hoe Taft, co-founder of the Little Miami Watershed Network, will be the presenter. This is a collaborative program offered by the Library and the League of Women Voters of the Greater Dayton Area.
- Other:
 - The plan for the community fiber network is back on track. Ms. Fultz reported on the project schedule:
 - Issue invitation to bid on November 2, 2018

- Pre-invitation to bid meeting on November 9, 2018 (there were four new companies in attendance)
- Bids are due by December 7, 2018
- Award of the contract is December 18, 2018
- Early construction stage start on January 1, 2019
- Preferred construction stage completed by July 1, 2019 – Legal counsel Scot Stone has reviewed the latest draft of the funding agreement, and the agreement is back with the Township to incorporate all of the comments from the participating entities.
- The Finance Committee / Financial Advisory Committee meeting will be held on Tuesday, December 11 at 7:00 pm in the Centerville Library conference room.
- Friends of WCPL – The fall book sale raised \$13,397. All volunteers, especially book sale chair Kadie Crawford, premium book room coordinator Lynne Dodson and the Teen Advisory Board members, deserve special gratitude and praise for their work to make this book sale the most profitable book sale ever.
- Ohio Library Council – Ms. Senft-Paras will host the OLC mid-size library directors meeting on Friday morning, December 14, at Woodbourne Library. Because this is a budget year, OLC will host a luncheon and would like each Library to bring trustees with them to the meeting.
- The Library received a five-star rating again from Library Journal, one of only 85 public libraries nationwide.
- The fall book sale is set for Thursday, October 25 through Saturday, October 27 at Centerville Library. The Friends are assimilating into their new space at the Centerville Library.
- On November 4, the Friends will co-sponsor the *Race to the Holidays* 5K with the Centerville-Washington Park District and the Washington Township Recreation Center at Oak Grove Park beginning at 12:00 pm.

CONSENT AGENDA – Resolution No. 018-015 – Consent Agenda. The Board adopted Resolution No. 018-015, a consent agenda approving the following action items:

- Approval of October 16, 2018 Regular Board Meeting Minutes
- October Financial Statement, Notes to the October Financial Statement and Investment Report
- Payment of November Expenditures
- Personnel Items

The roll call vote resulted as follows: Mr. Bowling, Absent; Mr. Carr, Yes, but abstain from payments to Creative Impressions, Korrekt Plumbing, LWC Inc., Staffco Construction and Superior Mechanical; Mrs. Cline, Absent; Mrs. Denison, Yes; Mr. Hanseman, Yes; Mrs. Herrick, Yes; Mr. Nunna, Absent.

NEW / OLD BUSINESS

- Revised Fiber Optic Funding Agreement. Ms. Fultz reported that each participating entities' legal counsel reviewed the funding agreement for the community fiber optic network. The Library's legal counsel has reviewed the agreement and had no additional comments. The Board will defer further action on the funding agreement until the agreement is finalized.

OTHER

Mr. Carr moved for adjournment at 8:15 P.M.

C. Uttermohlen