

# Synopsis of Board Meeting

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March 17, 2020  
Centerville Library

**CALL TO ORDER at 7:00 p.m.**

**ROLL CALL** – Mr. Bowling, Present; Mr. Carr, Absent; Mrs. Cline, Present; Mrs. Denison, Present; Mr. Hanseman, Present; Mrs. Herrick, Present; Mr. Nunna, Present; also in attendance were Ms. Fultz; Ms. Fingers; Ms. Robinson, Human Resources Manager; and members of the public.

**HEARING OF PUBLIC** – None

## COMMITTEE REPORTS

Executive Session. The Board retired into executive session at 7:03 p.m. to prepare for, conduct, or review a collective bargaining strategy and to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official. The roll call vote resulted as follows: Mr. Bowling, Yes; Mr. Carr, Absent; Mrs. Cline, Yes; Mrs. Denison, Yes; Mr. Hanseman, Yes; Mrs. Herrick, Yes; Mr. Nunna, Yes.

- Mr Carr arrived at 7:10 p.m.
- The President returned the meeting to open session at 7:45 p.m.

### Personnel Committee:

- 2020 Pay Rates for Fully-Benefited Non-Bargaining Unit Staff. Ms. Robinson presented pay recommendations for the non-bargaining unit fully-benefited employees. The Board unanimously approved the merit pay rate increases in range of 0%-4% based on the matrix for performance for fully-benefited non-bargaining unit staff also a one-time lump sum payment for one employee who is at a maximum range, effective April 1, 2020.
- Resolution 020-005 – Payment for staff during COVID 19 pandemic  
During the Library closure period and until further action of the Library Board, the Board agrees that WCPL shall pay the Library staff based on their number of scheduled hours at their base hourly rate; WCPL Substitutes shall be paid based on their weekly average of hours worked or scheduled to work between 3/16/20-3/21/20 for the first quarter of 2020 at their base hourly rate.

The Board adopted Resolution No.20-005 for payment of staff as stated above.

The roll call vote resulted as follows: Mr. Bowling, Yes; Mr. Carr, Yes; Mrs. Cline, Yes; Mrs. Denison, Yes; Mr. Hanseman, Yes; Mrs. Herrick, Yes; Mr. Nunna, Yes.

One Board member stated that the Library has a fantastic staff and wants them to know the Board supports them. It was also mentioned they would like to see the Library do more online participation or virtual assistance during this time.

## DIRECTOR'S REPORT

Director's Update. Ms. Fultz reported on the following:  
The WB Adult Services new desk has been installed.

- Facilities: Resolution 020-003 Centerville Parking Lot Bid Public Opening

The Board adopted Resolution No.020-003 to assign Ms. Fultz to conduct the Centerville Parking Lot Bid Public Opening on April 1<sup>st</sup> and report to the Board at the April 21<sup>st</sup> Board Meeting for approval.

The roll call vote resulted as follows: Mr. Bowling, Yes; Mr. Carr, Abstain; Mrs. Cline, Yes; Mrs. Denison, Yes; Mr. Hanseman, Yes; Mrs. Herrick, Yes; Mr. Nunna, Yes.

Ms. Fultz said that to help patrons, all fines have been suspended and due dates have been changed to April. It was communicated to patrons to keep items since the fines were suspended. Items are still being dropped off in the drop boxes.

CONSENT AGENDA – Resolution No. 020-004– Consent Agenda. Ms. Fingers reported on the following:

- The rates for investments dropped significantly
- YTD Increase for PLF collections reported by state however with the pandemic those number may not be met

The Board adopted Resolution No. 020-004, a consent agenda approving the following action items:

- Approval of February 18, 2020 Regular Board Meeting Minutes
- February Financial Statement, Notes to the February Financial Statement and Investment Report
- Payment of March Expenditures
- Personnel Items

The roll call vote resulted as follows: Mr. Bowling, Yes, but abstain from minutes; Mr. Carr, Yes, but abstain from payments to Centerville Landscaping, Creative Impressions, LWC and The New York Times; Mrs. Cline, Yes; Mrs. Denison, Yes; Mr. Hanseman, Yes; Mrs. Herrick, Yes; Mr. Nunna, Yes.

#### NEW / OLD BUSINESS

- Renewal of The Ohio Plan Insurance Policy. Ms. Fingers referred to the renewal quote to continue the building / liability insurance through The Ohio Plan.  
The Board unanimously approved a motion to renew coverage with The Ohio Plan and increase the Cyber Liability limit to \$1,000,000 with a \$25,000 deductible and increase the Employee Dishonesty limit to \$250,000 with a \$2,500 deductible and with the removal of the Malicious Act Coverage for a total premium of \$21,916, effective April 14, 2020 through April 13, 2021.
- Pandemic Plan – Coronavirus- Ms. Fultz reported that a Continuity Plan was developed with the management team and was being set in place but things quickly escalated. The management team has met since the closing of the library to discuss ways to continue to serve the public such as:  
Virtual story times, online services, telephone appointments, questions on social media, face time with patrons, and curb side services. These ideas and others will be further discussed.

#### OTHER

Mrs. Herrick moved for adjournment at 8:31 p.m.

M. Fingers