

**BOARD MEETING MINUTES**  
March 15, 2022  
Washington-Centerville Public Library

**CALL TO ORDER**

The regular March meeting of the Board of Library Trustees of the Washington-Centerville Public Library was held at the Centerville Library. The meeting was called to order at 7:03 P.M.

**ROLL CALL**

The roll call was as follows: Mr. Bowling, Present; Mrs. Cline, Present; Mrs. Denison, Present; Mr. Hanseman, Present; Mrs. Herrick, Present; Mr. Nunna, Present; Mrs. Suttman, Present; also Ms. Fultz, Library Director; John Monteith, Fiscal Officer; Margaret Robinson, Human Resources Manager; and members of the public.

**HEARING OF PUBLIC**

There was no hearing of the public

**OATH OF OFFICE**

Oath of Office for Carleen Suttman, Board Member

Sami Ligon, notary public, administered an oath to Carleen Suttman, upon her 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".

**EXECUTIVE SESSION**

Mr. Bowling moved to enter into Executive Session to consider the compensation of public officials or employees. Mrs. Herrick seconded the motion. The roll call vote was as follows:

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

The board entered into executive session at 7:04 P.M.

At 8:05, the President returned the meeting to open session.

**Resolution No. 022-007:**

Mr. Hanseman moved and Mrs. Herrick seconded the following resolution:

The Board of Trustees of the Washington-Centerville Public Library approves the merit increase strategy range of 0% to 4.5% before midpoint adjustment, approves the changes to positions and pay ranges within the current classification system, and approves the additional increases for employees on the lower end of the new pay ranges to address pay compression. Adjustments to these items will be effective on April 1, 2022

Upon roll call on the adoption of the above resolution, the vote was as follows:

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

The resolution is approved

**Resolution No. 022-008:**

Mr. Hanseman moved and Mr. Nunna seconded the following resolution:

The Board and/or its representatives will engage with the union’s Labor Management Committee (LMC) to determine if a similar strategy can be applied with respect to associated pay ranges of bargaining unit positions.

Upon roll call on the adoption of the above resolution, the vote was as follows:

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

The resolution is approved

The Board directed Ms. Fultz and Mrs. Robinson to engage the LMC regarding this matter.

**Resolution No. 022-009:**

Mr. Bowling moved and Mrs. Herrick seconded the following resolution:

In recognition of their dedicated service during the COVID-19 Pandemic, the Board approves a bonus to be paid to staff.

Fully-benefited staff who worked each month from May 2020 through February 2022 will receive a one-time payment of \$750. Fully-benefited staff who did not work that entire period will receive a pro-rated one-time payment of \$34 for each month worked.

Partially-benefited staff (those scheduled for less than 20 hours per week) who worked each month from June 2020 through February 2022 will receive a one-time payment of \$375. Partially-benefited staff who did not work that entire period will receive a pro-rated amount of \$18 for each month worked during that time period.

Substitutes who worked each month from November 2020 until February 2022 will receive a one-time payment of \$188; all others will receive a pro-rated amount of \$10 for each month they worked during that time period.

Upon roll call on the adoption of the above resolution, the vote was as follows:

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

The resolution is approved.

## **DIRECTOR'S REPORT**

### ▪ **FACILITIES**

- Centerville Library
  - HEAPY estimate for HVAC work
  - Met with John Fabelo to discuss
- Woodbourne Library
  - Woodbourne Library Arts Endowment use for 'Young at Art' (Caldecott illustration exhibit)

### **Action:**

**Mrs. Denison moved, Mrs. Herrick seconded a motion to use up to \$5,500 from the Dorothy R. Yeck Endowment Fund for the Arts at Woodbourne Library held by the Dayton Foundation. Vote was unanimous in favor – motion carries.**

- Makerspace
  - Furniture and equipment being ordered

### ▪ **PERSONNEL**

- Recent promotions noted in the personnel action in the packet – no new hires

### ▪ **COLLECTIONS/SERVICES/PROGRAMS**

- ❖ SearchOhio/OhioLink search is shut down for new requests until end of April – joined Directors from across the state to ask for that time period to be reduced
- ❖ Centerville teachers at Woodbourne to learn about maker kits and programs as part of their institute

- **OTHER**

- HB 327

- HB 327 is legislation that seeks to prohibit schools, universities, political subdivisions, and state agencies from teaching, promoting, and offering instruction or training on certain divisive topics.
    - OLC asked Library Directors to contact their Reps to explain the impact to libraries.
    - Following that, the bill was left off the agenda in the House State and Local Government Committee last week. However, OLC is still hearing reports from key members in the Ohio House that the bill is still being targeted for a vote, both in committee and by the full House.

- ❖ Legislative Day

- April 6<sup>th</sup>
    - Meetings scheduled with Young and White at 10:45, and Antani at 12:15

- ❖ Friends Annual Meeting – Sunday, May 15<sup>th</sup>

**RESOLUTION NO. 022-004 – CONSENT AGENDA**

- Approval of February 15, 2022 Regular Board Meeting Minutes
- February Financial Statement, Notes to the February Financial Statement and Investment Report
- Payment of March Expenditures
- Personnel Items

Mrs. Herrick noted one error in the Notes to the February Financial Statement regarding a column headed. Issue is being corrected. Mr. Monteith also talked about the call held with our Investment Advisor and the want to begin investing again as interest rates begin to improve.

Mr. Bowling moved, Mrs. Herrick seconded the adoption of the consent agenda. Roll call vote was as follows:

Mr. Bowling	<u>Yes</u>	Mrs. Herrick	<u>Yes</u>
Mrs. Cline	<u>Yes</u>	Mr. Nunna	<u>Yes, abstain from Minutes</u>
Mrs. Denison	<u>Yes</u>	Mrs. Suttman	<u>Yes, abstain from Minutes</u>
Mr. Hanseman	<u>Yes</u>		

Resolution is approved

**NEW / OLD BUSINESS**

**Fine Free Proposal**

Discussion was held on the potential move to being fine-free, except on hotspots, maker kits, and SearchOhio/Ohiolink items as noted in the proposal. There was some discussion on the effect on

the Express collections. It was noted that these aspects were still being worked out and would be updated later

Mrs. Herrick moved and Mr. Nunna seconded the motion to accept the proposal and policy changes to move to being fine free. All members voted in favor. Motion carries

**Resolution No. 022-005: Approval of Then & Now Certificates**

The Board of Trustees of the Washington-Centerville Public Library authorizes the drawing of a warrant in payment due to Innovative Interfaces, Inc. through:

Purchase Order No. 2022-00169:	\$ 34,765.27
Purchase Order No. 2022-00170:	\$ 24,737.17
Purchase Order No. 2022-00171:	\$ 44,444.53
Total	<u>\$ 103,946.97</u>

Upon roll call on the adoption of the above resolution, the vote was as follows

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

The resolution is approved.

**Resolution No. 022-006: Approval of Transfer from General Fund to Building Fund, Permanent Improvement-Reference/Info, and Permanent Improvement-ILS Funds**

The Board of Trustees of the Washington-Centerville Public Library authorizes the following transfer, as previously appropriated:

	Transfer Out	Transfer In
General Fund	\$ (3,000,000)	
Building Fund		\$ 2,000,000
Permanent Improvement-Reference/Info		\$ 500,000
Permanent Improvement-ILS		\$ 500,000
Total	<u>\$ (3,000,000)</u>	<u>\$ 3,000,000</u>

Upon roll call on the adoption of the above resolution, the vote was as follows:

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

The resolution is approved.

**OTHER**

There being no other business, Mr. Nunna moved to adjourn the meeting. Meeting adjourned at 8:50 pm

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**President**

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**Secretary**