

Synopsis of Board Meeting

April 16, 2019
Centerville Library

CALL TO ORDER at 7:00 p.m.

ROLL CALL VOTE: Mr. Bowling, Present; Mr. Carr, Absent; Mrs. Cline, Present; Mrs. Denison, Absent; Mr. Hanseman, Present; Mrs. Herrick, Present; Mr. Nunna, Present; also Ms. Senft-Paras, Library Director; Ms. Utermohlen, Deputy Fiscal Officer; Ms. Fingers, HR Fiscal Assistant; Anne Wachs, Adult Services Library Specialist and members of the public.

HEARING OF PUBLIC - None

STAFF PRESENTATION – eCollection – Anne Wachs had a slideshow presentation on the Library’s eCollection and databases.

- OverDrive (eBooks and eAudiobooks)
- Hoopla (eBooks, comics, downloadable & streaming music & videos)—most use this on a device
- Flipster (eMagazines)
- Kanopy (started in July 2018--videos)—In its first month last year, there were 548 users who checked out 2,462 movies
- Freegal (downloadable & streaming music)
- Acorn TV (began in March 2018—British TV series)—In March 2018, there were 1,171 users who checked out 3,158 British TV series
- Great Courses (started in March 2019—eVideos)
- Method Test Prep (started in March 2019—online ACT & SAT prep videos)
- eBooks is more popular than eAudio
- The Consortium’s eCollection had 6.7 million checkouts in 2018—WCPL is in the top 10 for most checkouts in the country
- eAudiobooks are growing the most, going from two-thirds of total circulation in 2017 to three-fourths so far in 2019
- The cost per circulation for the following databases are:
 - OverDrive & Flipster: \$0.73
 - Hoopla: \$2.10
 - Kanopy: \$2.00
 - Acorn TV: \$0.59 per show
- Circulation is counted when the checkout button is selected for an item

COMMITTEE REPORTS – Ms. Senft-Paras updated the Board on the following projects:

Long-Range Facilities Planning Committee Update:

- Woodbourne Library Addition / Renovation Project:
 - Partial roof replacement – The project began promptly on Friday, April 5 and continues to progress without issue. The roofers have been sensitive to noise levels, debris and to keeping the book drop open as much of the time as they can. BK Contracting owner, William Kelso, said the project would take 4-6 weeks, weather dependent. The contractor only removes that portion of the roof that can be replaced that day.

- Replacement of failed metal panels – The manufacturer of the metal panels, Mapes, is recommending that the defective panels be replaced with a 1” panel, that according to LWC and Staffco, is a far superior product and “10 times” the cost, but Mapes is willing to supply the more expensive material at no additional cost. Staffco will have an additional 200 hours @ \$42.37 per hour to remove / reinstall the entire system including the moldings instead of just the lower panels. The total cost for labor is \$8,474.00. LWC will ask the manufacturer, Mapes, to pay for the labor and installation, but they are doubtful the manufacturer will pay for the labor if they replace the panels with a more expensive panel. The Board unanimously approved a motion to pay the additional labor costs of up to \$8,500.00 to Staffco Construction if the manufacturer will not pay the installation costs.
- Centerville Library Parking Lot Replacement Project. Ms. Senft-Paras reported that LWC is working on a plan for the parking lot at Centerville Library. CBC Engineers & Associates from Dayton will do the soil borings. LWC has asked for quotes for the survey from Burkhardt Engineering in Germantown and Admiral Engineers in Dayton.

DIRECTOR’S REPORT

- Director’s Update – Ms. Senft-Paras updated the Board on the following:
 - Facilities:
 - The lights above the Centerville Library public computers and study carrels have been replaced. The Friends of WCPL gave us \$5,985 to purchase the lights.
 - The carpet in the conference room, library entrance and hallway to the program room has been replaced with carpet squares in storage since 1995.
 - Personnel:
 - Danielle Meyer was promoted to Library Assistant. Sara Hardin has returned to the Youth Services department after leaving in November 2018 to go to Dayton Metro Library.
 - There are three open positions in Adult Services; one open position in administration; and two open positions in Youth Services. The current staff count is 113.
 - Programs:
 - The Volunteer Recognition Luncheon held on Saturday, April 6 was a success. Special thanks to Carol Kennard for serving as our special guest speaker and to Georgia Mergler and Shelly Peresie for hosting.
 - The second quarter FixIt Clinic was also held on Saturday, April 6 with more than 20 in attendance. Adult Services Team Leader Bill Menker shared several of the terrific stories including:
 - One patron stopped in with some nightlights to fix. We recognized her from our first two clinics, and when we mentioned that she said, “Oh, I won’t miss the Library’s FixIt Clinics!”
 - A patron brought in two old laptops. She could not afford to buy a new one, so she was hoping we could get just one of them running again. We did, and even downloaded and installed a copy of Open Office (freeware) for her so she would not need to purchase a copy of Microsoft Office.
 - Board member Elizabeth Cline was there. We were unable to fix the Beats headphones she brought in, but not for lack of trying. At one time, we had every one of our fixit coaches looking at them. We were able to diagnose the problem, but the wiring was too small and complex for us to repair.

- Other:
 - The Mandel property right of first refusal agreement with Oberer has been signed and notarized extending our contract until April 20, 2021.
 - Friends of WCPL:
 - The spring book sale will be held next Thursday, Friday and Saturday, April 25, 26 and 27.
 - The City Barbecue takeover will be held on April 29.
 - Ohio Library Council: The April 9 OLC Legislative Day was well promoted and attended. For the first time ever, an Ohio governor was the keynote speaker. Carol Herrick, Georgia Mergler and Ms. Senft-Paras met with aides from Representatives Antani's and Butler's offices as well as Senator Lehner's aide.
 - Ms. Senft-Paras announced, "Tonight, I am announcing that I will retire from the Library on Monday, September 30, 2019. It has been an honor and privilege to work with the Board and staff to build our collections, buildings, programs and services as we serve the Centerville-Washington community. The Library is poised for continued growth and success. We have a solid leadership team and staff; remarkable facilities; inspired programs and services and a community engaged and supportive of their library. I look forward to continuing to serve our organization during the next five months as we complete the final elements of the Woodbourne Library expansion and renovation project; continue to rejuvenate the Centerville Library; and transition to new Library leadership. Thank you again for the opportunity to work for Washington-Centerville Public Library."

EXECUTIVE SESSION. The Board retired into executive session at 7:34 p.m. 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, Absent; Mr. Hanseman, Yes; Mrs. Herrick, Yes; Mr. Nunna, Yes.

The President returned the meeting to open session at 7:58 p.m.

CONSENT AGENDA – Resolution No. 019-004 – Consent Agenda. Ms. Uttermohlen reported on the following:

- Income and expenditures are similar to this same time period last year.
- Page one of the investment report was modified to include a money collection report for fines / fees that she did not receive last month. The omission was caught by Ms. Fingers when reconciling the bank statements and was included in the financial statements but not the investment report.

The Board adopted Resolution No. 019-004, a consent agenda approving the following action items:

- Approval of March 19, 2019 Regular Board Meeting Minutes
- March Financial Statement, Notes to the March Financial Statement and Investment Report as corrected
- Payment of April Expenditures
- Personnel Items

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

NEW / OLD BUSINESS

Resolution No. 019-005 Employee Dishonesty and Faithful Performance of Duty.

Ms. Uttermohlen reported at last month's board meeting that House Bill 291 became effective on March 20, 2019 that allows a political subdivision to adopt a resolution for the use of an employee

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dishonesty and faithful performance of duty policy rather than a surety bond. This will save the Library about \$500 per year. The Board adopted Resolution No. 019-005 Employee Dishonesty and Faithful Performance of Duty. The roll call vote resulted as follows: Mr. Bowling, Yes; Mr. Carr, Absent Mrs. Cline, Yes; Mrs. Denison, Absent; Mr. Hanseman, Yes; Mrs. Herrick, Yes; Mr. Nunna, Yes.

Location Change for September Board Meeting from Centerville Library to Woodbourne Library. At the request of one of the Board members to hold a board meeting at Woodbourne Library at least once a year, Ms. Uttermohlen reported that the Woodbourne Library program room is available for the September 17, 2019 regular board meeting. The Board unanimously approved a motion to change the location for all March and September Board Meetings from Centerville Library to Woodbourne Library starting with the September 17, 2019 regular board meeting.

OTHER

Mrs. Herrick moved for adjournment at 8:10 p.m.

C. Uttermohlen