

BOARD MEETING MINUTES
April 19, 2022
Washington-Centerville Public Library

CALL TO ORDER

The regular April 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; and members of the public.

COMMITTEE REPORT

Foundation Committee: The Foundation Committee met immediately prior to the regular meeting of the Board. The Committee met and look at the disbursements that have been made in the past. Next step is to meet with the Dayton Foundation to gain a better understanding of what the current agreements in place are, and to determine what expenditures the monies can be used for. Longer term goals include whether we want to get a separate foundation board going again. There was a brief discussion about fundraising.

Additionally, the Committee approved an additional \$1,500 related to the Caldecott Art Exhibit to be held in December. The Committee also approved \$1,000 from the Foundation account with the Dayton Foundation for expenses related to the All-Staff Development day being held in June.

EXECUTIVE SESSION

Pursuant to Ohio Rev. Code Section 121.22(G)(1), I hereby moved that the Board adjourn to executive session for the purpose of discussing the compensation of public employees.

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 7:05 P.M.

At 7:19 P.M., the President of the Board of Trustees returned the meeting to open session

Resolution No. 022-010 – Bargaining Unit Pay Ranges

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

The Board of Trustees of the Washington-Centerville Public Library approve the changes to the positions and pay ranges to the bargaining unit positions 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 at the beginning of the next pay period after written confirmation that the union agrees this does not constitute an unfair labor practice.

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>		

Resolution No. 022-010 is approved

HEARING OF PUBLIC

There was no hearing of the public

DIRECTOR’S UPDATE

▪ **FACILITIES**

- ❖ Centerville Library
 - Refresh estimate
 - Storytime area window tinting
 - Polling location on May 3rd
- ❖ Woodbourne Library
 - Parking lot sealcoating - \$8,899 scheduled for May 29th and 30th
 - Woodbourne Library Arts Endowment use for ‘Young at Art’ – additional funds needed for shipping

Mr. Nunna requested that we provide the area of the Woodbourne parking lot, so that he can review the estimate.

- ❖ Makerspace
 - Waiting on staff desk, data drops to be finished, and new hardware on the doors
 - Anticipating soft launch in May with a ribbon cutting in June
 - Received a \$5,000 donation from a patron to be put toward the space

- Dayton Metro opened a makerspace in their new West Library location through a co-op

- **PERSONNEL**

- ❖ Agenda for staff development day on June 20 has been determined
 - Juneteenth Presentation – Scott Royal
 - Implicit Bias – National Conference for Community & Justice
 - Lunch & Book Awards
 - You Can’t Pour From an Empty Cup – ADAMHS
 - Readers Advisory Training - staff

- **COLLECTIONS/SERVICES/PROGRAMS**

- ❖ Centerville Library is serving as a polling location on May 3rd

- **OTHER**

- ❖ Fine free – revisited fines on Express items and decided to keep those for now
 - Overdue fines will still be charged on Express items, hotspots, maker kits and Search Ohio items
 - Should be set to go into effect on May 2nd

Mrs. Herrick moved, Mrs. Denison seconded a motion to reinstated policies related to fines on Express items. All members voted in favor. Motion carries.

- ❖ Regional Marketing Campaign
 - Coordinated effort with Dayton Metro, Greene Co, Midpointe, Clermont Co, and Lane Public Libraries to draw people back
 - Only Here theme
 - Professionally produced postcards, flyers, social media posts, and videos
 - Campaign runs from June through September
 - Approximately \$55,000 for entire campaign - \$3,000 for our share
- ❖ Strategic Planning Process
- ❖ Friends Annual Meeting – 2:00 pm on Sunday, May 15th at Woodbourne

RESOLUTION NO. 022-011 – CONSENT AGENDA

- a. Approval of March 15, 2022 Regular Board Meeting Minutes

Mrs. Denison moved, Mr. Nunna seconded the approval of the March 15, 2022 Meeting Minutes. 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>		

b. March Financial Report

- March Financial Statement
- Notes to the March Financial Statement
- Investment Report
- Personnel Items

Mrs. Herrick moved, Mr. Suttman seconded the approval of the March Financial Report. 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>		

c. Payment of April Expenditures

Mrs. Herrick moved, Mr. Suttman seconded the approval of the payment of April Expenditures. 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>		

NEW/OLD BUSINESS

Approval of the 2022 Property/Liability Insurance Renewal:

The 2022 premium is \$23,619, which reflects an increase of \$1,262 over the 2021 amount. Mr. Monteith noted that this increase was reflective of various value increases. Additionally, all members of the Ohio Plan are receiving a rate increase due to market changes. The average increase was 6%, but WCPL only saw a 2% increase.

Mrs. Denison motioned to approve the renewal, Mr. Nunna seconded. All members voted in favor of the motion.

Appropriation Transfer:

Mr. Monteith noted that this appropriation transfer is necessary so that we can send several of our newer team leaders to the OLC Leadership Conference. The transfer is taking money from the Health & Dental Insurance line and putting toward the Membership line, as we appear to have overbudgeted for insurance.

Account	Appropriation Transfer	
	Decrease	Increase
101.10.51610	\$ (180)	
101.10.51910		\$ 180
101.11.51610	\$ (40)	
101.11.51910		\$ 40
101.12.51610	\$ (90)	
101.12.51910		\$ 90

Mr. Bowling motioned to approve the appropriation transfer, Mrs. Suttman seconded. All members voted in favor of the motion.

OTHER

Adjournment: Mr. Hanseman moved to adjourn the meeting at 8:10 P.M.

President

Secretary