

WASHINGTON-CENTERVILLE PUBLIC LIBRARY
BOARD MEETING MINUTES

April 16, 2024

CALL TO ORDER

The regular Board of Trustees meeting for April 2024 was held at the Woodbourne Library. Board Secretary Carleen Suttman called the meeting to order at 7:00 P.M.

The roll call was as follows: Mr. Bowling, **Absent**; Mrs. Cline, **Present**; Mrs. Denison, **Absent**; Mrs. Herrick, **Present**; Mr. Nunna, **Present**; Mrs. Suttman, **Present**; and Mr. Talda, **Present**; also Mrs. Fultz, Library Director; Mr. Monteith, Fiscal Officer; and members of the public.

HEARING OF THE PUBLIC

Mr. Monteith stated that there was a hearing of the public. He stated that we had received sixteen requests to speak, with one of those individuals not expected to attend. All of the individuals requesting to speak were planning to speak on the labeling of children's books. Before turning the floor over, Mr. Monteith read the Board's policy on Public Participation at Board Meetings.

Individuals addressing the board:

- Ruth A. – Centerville
- Kate V. – Centerville
- Melissa P – Centerville
- Andrea V. – Centerville
- Laura F. – Huber Heights
- River W. – Kettering
- Carol P. – Centerville
- Kirsten O. – Centerville
- Kelly T. – West Carrollton
- Karen H. – Washington Township
- Debbie V. – Kettering
- J. Austice – Dayton
- Mike W. – Dayton
- Scott T. – Miamisburg

One individual did not appear when called to speak.

After all individuals had been allowed to speak, Mrs. Suttman thanked all speakers for their comments and told the members of the public that the board would be addressing this issue at a

later date. She then stated that anyone wishing to leave the meeting would now have the opportunity to do so.

APPROVAL OF MINUTES

Mrs. Herrick moved for the approval of the March 19, 2024 Meeting Minutes. Mr. Nunna seconded the motion.

The vote was: **Yes**: 4; **No**: 0; **Abstain**: 1 (Talda)

DIRECTOR'S REPORT

- **FACILITIES**
 - Congress Park
 - Cabinets and counters are being finished up
 - RhinoShield exterior painting starts on Monday
 - Moving dates for staff are 5/2 and 5/3
 - Woodbourne Library
 - Water leak on Sunday, January 14
 - Still reviewing damage to desk and furnishings
 - Centerville Library
 - Kick off meeting with LWC
- **PERSONNEL**
 - Technical Services positions – filled internally, started 4/8
 - Marketing & Communication Manager – starts 4/22
 - Currently recruiting for Fiscal Assistant, Human Resources Assistant should be posted next week
- **COLLECTIONS/SERVICES/PROGRAMS**
 - Two new collections launched 4/15
 - Roku + hotspot
 - Culture Pass
- **OTHER**
 - Eclipse glasses recycling
 - Friends book sale – 4/25 - 4/27
 - PLF formula
 - PLF \$8M below estimate for Q1
 - Legislative Day 4/24
 - Joint Public Entities meeting RSVP by 4/22

FISCAL OFFICER’S REPORT

- a. Mr. Monteith presented the monthly financial report for March 2024, including the financial statements (Cash Position, Revenue Summary, Revenue Budget Statement, Expense Summary and General Fund Expense Budget Statement), Notes to the Financial Statements, Monthly Investment Report and Personnel Items for the board’s review and approval.

Mrs. Herrick moved to approve the monthly financial report, and Mr. Nunna seconded the motion.

The vote was: **Yes**: 5; **No**: 0; **Abstain**: 0

The motion is approved.

- b. Payment of April 2024 Expenditures

Mrs. Herrick moved to approve the payment of April expenditures, and Mr. Talda seconded the motion.

The roll call vote was as follows:

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

The motion is approved.

NEW/OLD BUSINESS

- a. **Appropriation Transfer**

Mr. Monteith stated that this appropriation transfer is necessary to cover the Architect/Engineering fees as outlined in the agreement with LWC. The proposed transfer moves \$278,150 of appropriations from Building Improvements to Architect/Engineering Fees.

Mr. Nunna moved to approve the transfer, Mrs. Cline seconded the motion.

The vote was: **Yes**: 5; **No**: 0; **Abstain**: 0

The motion is approved.

b. Temporary Suspension of (June) Tax Budget

Mr. Monteith stated that this action is related to the approval of the June Budget, otherwise known as the Tax Budget. Many years ago, the County Budget Commission, through an exception outlined in Ohio Rev. Code § 5705.281, stopped requiring a tax budget to be completed. However, our Fiscal Manual still required us to complete the budget. He stated that he would like to temporarily suspend this budget while we look at the policy.

Mrs. Herrick moved to approve the temporary suspension of the budget. Mr. Nunna seconded the motion

The vote was: **Yes**: 5; **No**: 0; **Abstain**: 0

The resolution is approved.

ADJOURNMENT

Mr. Nunna moved to adjourn the meeting at 8:13 P.M. Mrs. Herrick seconded the motion.

President - Acting

Fiscal Officer