

WASHINGTON-CENTERVILLE PUBLIC LIBRARY

BOARD MEETING MINUTES

April 21, 2026

CALL TO ORDER

The regular Board of Trustees meeting for April 2026 was held at the Centerville Library. Board President Carol Herrick called the meeting to order at 7:02 p.m.

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

HEARING OF THE PUBLIC

Mr. Monteith stated that there was no hearing of the public this month.

COMMITTEE REPORTS

Mrs. Cline reported on the Foundation Committee meeting that was held prior to this meeting. The Foundation Committee is actively working to identify potential Foundation Board members and working on refining the Foundation By-Laws. There was also discussion regarding the Gala event to be held on August 22.

DIRECTOR'S REPORT

- **FACILITIES**
 - Centerville Library
 - Phase 1 reopened Monday, March 16
 - Punchlist items
 - Furniture delays
 - Woodbourne Library
 - Change to Friday hours
 - Legacy Administration Building
- **COLLECTIONS/SERVICES/PROGRAMS**
 - Erma Bombeck Writing Contest
 - 509 entries
 - 94 or 18% from Ohio
 - 16 or 3% from Centerville / Washington Township
 - Seed Library – 1,200 packets picked up the first two weeks
 - Pollinator Garden –
 - Work began
 - Planting planned for May 14 or 15

- **OTHER**
 - Friends
 - Tasting with Friends raised over \$9,000
 - Book sale this week – Thursday through Saturday
 - Annual meeting – June 7
 - Location TBD
 - Will present check for Creativity Commons donation
 - Ohioans to Protect Public Services
 - protectpublicservices.org
 - Providing information on property taxes

FISCAL OFFICER’S REPORT

a. Approval of the March 17, 2026 Meeting Minutes

Mrs. Denison moved for the approval of the March 17, 2026 Meeting Minutes. Mr. Seyer seconded the motion.

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

The motion is approved.

b. Mr. Monteith presented the monthly financial report for March 2026, including the financial statements (Cash Position, Revenue Summary, Revenue Budget Statement, Expense Summary and General Fund Expense Budget Statement), Notes to the Financial Statements, March 2026 Bank Reconciliation, Monthly Investment Report and Personnel Items for the board’s review and approval.

Mrs. Cline moved to approve the monthly financial report, monthly investment report and bank reconciliation. Mr. Seyer seconded the motion.

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

The motion is approved.

c. Payment of April Expenditures

Mr. Monteith presented the check register for the period of March 19, 2026 through April 21, 2026.

Mrs. Cline moved to approve the payment of expenditures, and Mr. Seyer 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>Absent</u>
Mrs. Denison	<u>Yes</u>	Mr. Seyer	<u>Yes</u>
Mr. Falkner	<u>Absent</u>		

The motion is approved.

NEW/OLD BUSINESS

a. Policy Revisions

Mr. Monteith stated that the policy revisions being presented are due to the shortage of pennies. While, at this point, the library still has pennies we need to prepare for the eventuality of not having any. The revisions change the language to allow staff to round up amounts owed to the nearest nickel. Mr. Monteith also added that he would like to add the acceptance of American Express to the Credit Card Usage policy. Initially the library did not accept this method of payment due to processing charges. However, the current fees each of the different types of cards are not significantly different.

Mrs. Denison moved to approve the policy revisions to:

- Lost or Damaged Materials – Accepting Payment
- Credit Card Usage – Payment of Fees and Fines
- Returned Checks

Mrs. Cline seconded the motion.

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

b. Woodbourne Exterior Panel Replacement

Mrs. Fultz discussed the exterior panel replacement options that had been sent to the board for the review. She discussed that there were two options for the replacement of these panels. We can replace only the ones that are failing, the cost of this would be \$77,389. The other option was to move forward with the replacement of all the exterior panels at the same time. Moving forward with the replacement of all the exterior panels is projected to be \$272,392. Mr. Monteith stated that we had included the cost of replacing all the panels in the 2026 Appropriations. Mr. Bowling moved to direct the Library Director to start the process for replacement of all the exterior panels. Mrs. Cline seconded the motion.

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

ADJOURNMENT

Mr. Bowling moved to adjourn the meeting at 7:45 p.m. Mr. Seyer seconded the motion.

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

The motion to adjourn is approved.

President

Fiscal Officer