

WASHINGTON-CENTERVILLE PUBLIC LIBRARY
BOARD MEETING MINUTES

May 21, 2024

CALL TO ORDER

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

The roll call was as follows: Mr. Bowling, **Present**; Mrs. Cline, **Present**; Mrs. Denison, **Present**; 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 two requests to speak. Both 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:

- Kirsten O. – Centerville
- Michael K. – Dayton

After both individuals had been allowed to speak, Mrs. Denison thanked all speakers for their comments.

POLICY REVISIONS – FIRST READING

Mrs. Fultz began by discussing the Collection Development policy that was distributed to the board prior to the meeting. This policy was not included in the board packet because it is still a work-in-progress, and still subject to significant revision. The draft policy is bringing multiple different collection related policies under a single policy. The policies that are being combined into a single policy are:

- Materials Selection
- Selection Criteria for Donations and Gifts from Local Authors/Artists
- Patron-Purchased Replacements
- Materials Reconsideration

In the development of this policy overhaul, we referenced and used existing policies of Columbus Metro Library, Cincinnati-Hamilton County Public Library, Dayton Metro Library, Delaware County Public Library, Euclid Public Library, Westlake Porter Public Library and MidPointe Public Library.

After discussing the policy, each board member was given the opportunity to provide input on the policy and proposed changes to the draft.

Based on the discussion, the board agreed that they were not prepared to decide on whether to adopt the policy as written. Mr. Monteith stated that the inclusion on the agenda as “First Reading” was deliberate, to allow the board time to think on the policy. At the June meeting, this will be listed as “Second and Final Reading” with a decision anticipated at that meeting.

APPROVAL OF MINUTES

Mr. Nunna moved for the approval of the April 16, 2024 Meeting Minutes. Mrs. Herrick seconded the motion.

The vote was: **Yes:** 5; **No:** 0; **Abstain:** 2 (Bowling, Denison)

DIRECTOR’S REPORT

• FACILITIES

- Congress Park
 - Open house for staff and Board – 9:00-3:00 on Thursday 5/23
- Woodbourne Library
 - Furniture repair from water leak
 - Front desk – replace veneer \$23,000
 - Magazine shelves – replace end panels and toe kicks \$9,300
- Centerville Library
 - Renovation planning meetings happening
 - Updated project schedule
 - Anticipated phasing

• PERSONNEL

- Team Leaders and Liaisons – training with Sinclair’s workforce development
- Fiscal Assistant position filled internally

• COLLECTIONS/SERVICES/PROGRAMS

- Infinity Game Table installed in Teen area at Woodbourne
- Meeting rooms at Centerville Library
 - Centerville Washington Diversity Council Voices & Stories panel at Centerville Library on June 20

- **OTHER**

- Patron suspension for being disruptive and stealing a bike lock
- PLF formula – down 8.4% from December estimate

EXECUTIVE SESSION

Mrs. Herrick moved, pursuant to ORC § 121.22(G)(1), to move into Executive Session for the purpose of discussing the compensation of a public employee. Mrs. Cline seconded the motion.

The roll call vote was as follows:

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

The motion is approved.

The Board entered Executive Session at 7:58 p.m.

At 8:06 p.m., the meeting was returned to open session.

Mr. Bowling moved to pay Gary Berry, Facilities Manager, a bonus of \$3,000 as a thank you for his hard work in getting Congress Park ready for use. His ability to complete projects has saved the library thousands of dollars in contracting costs. The bonus is to be paid on June 7, 2024, as part of the next payroll. Mr. Nunna seconded the motion.

The vote was: **Yes**: 7; **No**: 0; **Abstain**: 0

The motion is approved.

FISCAL OFFICER’S REPORT

- a. Mr. Monteith presented the monthly financial report for April 2024, including the financial statements (Cash Position, Revenue Summary, and Expense Summary), 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**: 7; **No**: 0; **Abstain**: 0

The motion is approved.

- b. Payment of May 2024 Expenditures

Mrs. Herrick moved to approve the payment of May expenditures, and Mrs. Cline seconded the motion.

The roll call vote was as follows:

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

The motion is approved.

NEW/OLD BUSINESS

- None

ADJOURNMENT

Mrs. Herrick moved to adjourn the meeting at 8:18 P.M. Mr. Talda seconded the motion.

President

Fiscal Officer