

Synopsis of Board Meeting

June 18, 2019
Centerville Library

CALL TO ORDER at 7:00 p.m.

ROLL CALL VOTE: Mr. Bowling, Present; Mr. Carr, Present; Mrs. Cline, Present; Mrs. Denison, Present; Mr. Hanseman, Present; Mrs. Herrick, Present; Mr. Nunna, Present; also Ms. Senft-Paras, Library Director; Ms. Fingers, Deputy Fiscal Officer and members of the public.

HEARING OF PUBLIC - None

COMMITTEE REPORTS

Long-Range Facilities Planning Committee – Ms. Senft-Paras updated the Board on the following projects:

- Woodbourne Library Addition / Renovation Project:
 - Replacement of failed metal panels. Ms. Senft-Paras said that Staffco plans to begin the removal and replacement of the metal panels on Wednesday June 19. They will also address the drywall cracks that need to be repaired.
 - Partial Roof Replacement. Ms. Senft-Paras reported a leak in the program room at the Woodbourne Library occurred on early Sunday morning around 3:15 am on June 17. It caused a ceiling tile to fall and the security alarms to be triggered. Facilities Manager Gary Berry had to come to the library to assess the problem. Bill Kelso of BK Roofing had a team on site yesterday morning, to make corrections, but the same problem was encountered last night with the extremely heavy rains. BK staff came out again today and made more repairs.
 - The one year mark for the substantial completion date is approaching, several products have not performed well including lighting, plumbing and service desk construction. Letters have been sent to the respective companies, Saturn Electric, Vaughn Interiors and BCI Mechanical Contracting outlining the problems and assigning a deadline for correction of the defectives.
- Centerville Library Parking Lot Replacement Project. Ms. Senft-Paras reported that Kevin McCurdy and she met with the City of Centerville on May 30 in a preliminary review of the proposed parking lot modifications.
 - The City generally accepted the proposed layout, agreed with our approach to move the edge of the parking closer to Spring Valley, and agreed with LWC's methodology for calculating the required greenspace per the zoning code.
 - The City did offer a few minor suggestions to the layout at the book drop to ensure one-way traffic and the addition of striping for a pedestrian crosswalk to facilitate safe crossing by visitors from the housing to the north.
 - The City directed the library to submit the project for formal review. The next submission date is July 9 for review of the plans on August 6. We will submit the project on July 9 and anticipate the potential for additional informal comments and revisions ahead of the August 6 review.
 - Barring any unforeseen issues raised by the City, we would anticipate putting the project out for bid in mid-August, following formal approval by the City.

Personnel Committee:

Mr. Hanseman reported that the board met Karen Miller of Bradbury Miller on June 17th. Mr. Hanseman noted the Personnel Committee would like the new director to be in place as soon as possible after October 1, 2019. Discussion was held on the new director hiring salary range. The Board unanimously approved the new director hiring salary range to be from \$105,000-\$135,000 with all the same benefits available to the director as are available to fully benefitted employees of the library including OPERS pickup by the library.

Finance Committee: - Mr. Bowling reported that the Finance Committee and Financial Advisory Committee met on June 11 to review the 2020 Budget. Ms. Fingers commented on the following:

- The Governor's budget proposal for the Public Library Fund has the budget staying the same for 2010 at a rate of 1.68% of general tax revenues. The Senate voted to increase the rate to 1.7%. The House voted to keep it at 1.68%. No final decision has been made by the state.
- The 2020 Budget Recommendation was compared to the 2019 estimated expenditures. The following are the changes in the General Fund from estimated 2019 to proposed 2020:
 - Salaries and benefits increased \$346,376 or 7.82% (increase in health & dental costs for 2020)
 - Supplies increased \$800 or .54%
 - Purchased / Contract Services increased \$62,429 or 5.03%%
 - Library Materials increased \$60,500 or 4.5%
 - Capital Outlay decreased \$513,700 or 50.51%
 - Other Objects increased \$900 or 7.32%

Resolution No. 019-007 -2020 Budget. The Board adopted Resolution No. 019-007, the 2020 Budget as recommended by the Finance Committee/Financial Advisory Committee. The roll call vote resulted as follows: Mr. Bowling, Yes; Mr. Carr, Yes; Mrs. Cline, Yes; Mrs. Denison, Yes; Mr. Hanseman, Yes; Mrs. Herrick, Yes; Mr. Nunna, Yes.

DIRECTOR'S REPORT

Director's Update – Ms. Senft-Paras updated the Board on the following:

- Facilities:
Facilities Manager, Gary Berry, and Assistant Director, Liz Fultz, went to Lewis & Michael Storage and made arrangements for disposal, at no-cost to the library, of the remaining WCPL materials at their facility.
- Personnel:
2019 Pay Rates for Substitutes, Library Aides and Shelving Assistants. Ms. Senft-Paras reported that the average merit increases for partially benefitted employees is 2.71%. There are 53 employees in the partially benefitted staff including Public Services admins, library aides, shelving assistants and substitutes. Twenty-four employees participated in this evaluation. Seventeen staff had just completed their end of provisionary period, one staff is completing her provisionary period and eleven substitutes chose not to participate in the review this year. The Board unanimously approved the 2019 pay rates for Substitutes, Library Aides and Shelving Assistants effective 7/1/19.
- Programs:
 - Summer Reading Club began on May 17 and continues through July 31. Numerous programs, including movie nights, and book clubs for children and teens are great reasons to visit the Library this summer. To date, 2,361 participants have joined the Baby/Toddler and Children's

- Club. 671 teenagers have registered for the Teen Club which is already more than the total number recorded for last year. So far, the members have read a combined total of 3032 books.
- During the summer break, the Youth Services Department will again host Elementary School Night at the Library. Students and their families are invited to visit the Library to see their principal and teachers. While at the Library, children can update their summer reading club game card, get book recommendations, create crafts, meet a therapy dog and enter for a chance to win a special library privilege such as Donuts with the Director. The school with the highest percentage attendance wins a prize. John Hole Elementary Night at the Library was held yesterday, June 17, at Woodbourne Library with 58 in attendance including 7 teachers and principal, Lisa Mays. Last night's therapy dog was special because the dog's handler is John Hole's librarian, Debbie Cullman. The kids know that dog, Shaq, because he visits John Hole once a month during the school year. He's also one of our regular Tail Waggin' Tutors dogs. We debuted the button maker as part of this year's School Nights. All of the kids were able to make a tiger button which is John Hole's school mascot. The calendar for the other schools including private and homeschoolers is available in the May/June calendar of events.
 - The collaborative picnic lunches with young people at Chevy Chase, Lisa Tucker from Bill's Donuts, the Centerville Police Department and the Library were supposed to begin Monday June 17, but the inclement weather forced the cancellation of the picnic and festivities. Youth Services Team Leader Becky Camillus will represent the Library at the program and the Friends of WCPL donated books for this project.

- Other:

The Friends of WCPL will again have a summer sale at Centerville Library on Friday and Saturday August 9 and 10 from 10-6 pm and 10 am – 5 pm, respectively. The sale will feature the better/collectible books.

CONSENT AGENDA – Resolution No. 019-008– Consent Agenda. Ms. Fingers reported on the following:

- May PLF distribution is up 2.7% through May
- May expenditures are up 13.5% to date mainly due to increase in hiring over the year

The Board adopted Resolution No. 019-008, a consent agenda approving the following action items:

- Approval of May 21, 2019 Regular Board Meeting Minutes
- May Financial Statement, Notes to the May Financial Statement and Investment Report
- Payment of June Expenditures
- Personnel Items

The roll call vote resulted as follows: Mr. Bowling, Yes; Mr. Carr, Yes, but abstain from payments to Centerville Landscaping, Bonham Electric, Creative Impressions, Dayton Bar Association, LWC, Korrekt Plumbing, Superior Mechanical and The New York Times; Mrs. Cline, Yes but Abstain from approval of the minutes since was absent last meeting; Mrs. Denison, Yes but Abstain from approval of the minutes since was absent last meeting; Mr. Hanseman, Yes; Mrs. Herrick, Yes; Mr. Nunna, Yes.

NEW / OLD BUSINESS

Resolution No. 019-009-Thank you to Senate for PLF increase to Budget. Ms. Fingers noted the following:

- OLC wanted all Board of Trustees to adopt a resolution thanking the Ohio Senate for increasing the PLF from 1.68% to 1.7% of the total General Fund in HB 166
- OLC also wanted the Board to urge the Ohio House of Representatives and the Governor to keep the PLF at 1.7%

The Board adopted Resolution No. 019-009 thanking the Ohio Senate for increasing the PLF to 1.7%. The roll call vote resulted as follows: Mr. Bowling, Yes; Mr. Carr, Yes; Mrs. Cline, Yes; Mrs. Denison, Yes; Mr. Hanseman, Yes; Mrs. Herrick, Yes; Mr. Nunna, Yes.

OTHER

Mrs. Herrick moved for adjournment at 7:55 p.m.

M. Fingers