

WASHINGTON-CENTERVILLE PUBLIC LIBRARY
BOARD MEETING MINUTES

July 22, 2025

CALL TO ORDER

The regular Board of Trustees meeting for July 2025 was held at the Woodbourne Library. Board President Carol Herrick called the meeting to order at 7:01 p.m.

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

HEARING OF THE PUBLIC

Mr. Monteith stated that there were four requests to address the Board of Trustees this month. Each of the requests was regarding staffing of Creativity Commons. Mr. Monteith stated that each of these individuals is asked to limit their comments to three minutes. Additionally, the Board may elect to take no official action, to study the facts and act at a later time, or refer the issue to library management. The individuals wishing to address the board are:

- Barb Magnus, Washington Township
- Carol Judge, Oakwood
- Matthew Balogh, Washington Township
- Laura Fitzpatrick, WCPLSA

APPROVAL OF MINUTES

Mrs. Denison moved for the approval of the June 24, 2025 Meeting Minutes. Mr. Falkner seconded the motion.

The vote was: **Yes**: 6; **No**: 0; **Abstain**: 0

DIRECTOR'S REPORT

Mrs. Fultz presented her monthly report for July 2025:

- **FACILITIES**
 - Centerville Library
 - Front entrance fenced off
 - Woodbourne Library
 - Exterior panel replacement recommendation

- Legacy Administration Building
 - Working on the recognition of the Trustees who served 25 years or more
 - Unfortunately, not able to connect with their relatives for a celebration
- Creativity Commons
 - Adjustments made to appointments and notices on Picktime
 - Updated language on welcome page indicating among other things requesting limiting the number of guests
 - No same day appointments.
 - Equipment appointments end 15 minutes before closing.
 - Stagger first appointments on 4 most popular machines.
 - Added additional fields in Picktime for 3D printing arrival time and for patrons to tell us more details about their projects or needs.
 - Actively recruiting for two 30-hour week positions
- **COLLECTIONS/SERVICES/PROGRAMS**
 - Press Reader database – first year statistics
 - 3,823 users
 - 248,017 articles
 - Publications available from all over the world
 - “What Can My Library Card Do?” program getting publicity
 - July 23rd at 3:00
- **OTHER**
 - Budget Commission Meeting presentation – August 28
 - Joint presentation by all four libraries
 - Dayton Metro and Germantown reduced their open hours
 - Dayton Metro also provided a retirement incentive
 - First collaboration discussion, investigating collective purchasing of:
 - Databases
 - Open-source catalog
 - Contracted services
 - House budget bill veto overrides
 - Provision pertaining to replacement levies was overrode
 - Still needs to pass in the Senate
 - Efficiency report
 - Friends

- Tasting with Friends postponed to Q1 2026
- Little Free Library at Schoolhouse Park rebuilt
- HR Manager retirement
 - Looking for consultant to help with the search

FISCAL OFFICER'S REPORT

- a. Mr. Monteith presented the monthly financial report for June 2025, including the financial statements (Cash Position, Revenue Summary, Revenue Budget Statement, Expense Summary and General Fund Expense Budget Statement), Notes to the Financial Statements, June 2025 Bank Reconciliation, Monthly Investment Report and Personnel Items for the board's review and approval.

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

The vote was: **Yes**: 6; **No**: 0; **Abstain**: 0

The motion is approved.

- b. Payment of July 2025 Expenditures

Mr. Monteith presented the check register for the period of June 25, 2025 through July 22, 2025.

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

The motion is approved.

NEW/OLD BUSINESS

There was no new or old business for July.

OTHER

There was no other business to be discussed.

ADJOURNMENT

Mrs. Suttman moved to adjourn the meeting at 7:45 p.m. Mr. Falkner seconded the motion.

The vote was: **Yes**: 6; **No**: 0; **Abstain**: 0

The motion to adjourn is approved.

President

Fiscal Officer