

WASHINGTON-CENTERVILLE PUBLIC LIBRARY

BOARD MEETING MINUTES

July 28, 2026

CALL TO ORDER

The regular Board of Trustees meeting for July 28, 2026 was held at the Centerville Library. Board President Carol Herrick called the meeting to order at 6:00 p.m.

The roll call was as follows: Mr. Bowling, **Present**; Mrs. Cline, **Absent**; Mrs. Denison, **Present**; Mr. Falkner, **Absent**; Mrs. Herrick, **Present**; Mr. Nunna, **Present**; 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.

DIRECTOR'S REPORT

- **FACILITIES**

- Centerville Library
 - Work is continuing
 - Two additional meeting rooms and the Teen area are open
 - Running log of work to be completed before punch list
 - Outdoor interactives for children's area on order
- Creativity Commons
 - New equipment has arrived
 - Sewing machines and serger
 - Laser cutter & water cutter
 - 2 additional 3D printers
 - Direct to Film printer for apparel
 - Rock cutting and polishing equipment
 - Recording booth
 - Food mill and compactor for sustainability exhibit
- Woodbourne Library
 - Exterior panel replacement update
- Legacy Administration Building

- **COLLECTIONS/SERVICES/PROGRAMS**

- Summer Reading Club ended Saturday, July 25
 - Slight increase in registrations across all ages of Children's SRCs
 - More completions already this year for Adult SRC

- **OTHER**

- Staff Development Day – Wednesday, October 14
- Joint Public Entities meeting – Monday, August 31 at Township
- Budget Commission Hearing and PLF distributions

- a. Mr. Nunna moved to close the library on October 14, 2026 for Staff Development Day. Mr. Seyer seconded the motion.

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

The motion is approved.

- b. The Personnel Action Appendix for July was presented. There were no questions. Mrs. Denison moved to approve the personnel actions. Mr. Nunna seconded the motion.

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

The motion is approved.

FISCAL OFFICER'S REPORT

- a. Approval of the June 16, 2026 Meeting Minutes

Mrs. Denison moved for the approval of the June 16, 2026 Meeting Minutes. Mr. Seyer seconded the motion.

The vote was: **Yes**: 3; **No**: 0; **Abstain**: 2 (Seyer, Nunna)

The motion is approved.

- b. Mr. Monteith presented the monthly financial report for June 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, June 2026 Bank Reconciliation, Monthly Investment Report and Personnel Items for the board's review and approval.

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

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

The motion is approved.

c. Payment of July 2026 Expenditures

Mr. Monteith presented the check register for the period of June 18, 2026 through July 21, 2026.

Mr. Nunna moved to approve the payment of expenditures, and Mrs. Denison seconded the motion.

The roll call vote was as follows:

Mr. Bowling	<u>Yes</u>	Mrs. Herrick	<u>Yes</u>
Mrs. Cline	<u>Absent</u>	Mr. Nunna	<u>Yes</u>
Mrs. Denison	<u>Yes</u>	Mr. Seyer	<u>Yes</u>
Mr. Falkner	<u>Absent</u>		

The motion is approved.

NEW/OLD BUSINESS

a. **Appropriation Transfers**

Mr. Monteith presented three appropriation transfers for the board's review and approval. The justification of each of these was included in the board packet. The transfers that he was asking for were:

Transfer #1

Account	Description	Amount From	Amount To
101.30.54830	Digital Music Services	\$ 10,000.00	
101.18.53780	Banking Fees		\$ 10,000.00
	Total	\$ 10,000.00	\$ 10,000.00

Transfer #2

Account	Description	Amount From	Amount To
101.15.53290	Printing & Publications	\$ 4,000.00	
101.24.52500	Consumable Supplies		\$ 4,000.00
	Total	\$ 4,000.00	\$ 4,000.00

Transfer #3

Account	Description	Amount From	Amount To
401.18.53410	Property Insurance	\$ 2,500.00	
401.18.53270	Consumable Supplies		\$ 2,500.00
	Total	\$ 2,500.00	\$ 2,500.00

Mr. Seyer moved to approve the appropriation transfers, as presented. Mr. Nunna seconded the motion.

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

The motion is approved.

b. **Res. No. 026-008: Acceptance of the PLF Distribution Formula**

Mr. Monteith stated that the Budget Commission meeting is coming up in August. As part of their approval process, the Budget Commission prefers that each of the library systems agree to the distribution formula. The library systems had come to an agreement before last year's Budget Commission meeting, agreeing to set percentages for 2026 and 2027. This resolution affirms our support of that formula.

Mr. Nunna moved for the approval of Res. No. 026-008, accepting the PLF Distribution formula. Mr. Bowling seconded the motion.

The roll call vote was as follows:

Mr. Bowling	<u>Yes</u>	Mrs. Herrick	<u>Yes</u>
Mrs. Cline	<u>Absent</u>	Mr. Nunna	<u>Yes</u>
Mrs. Denison	<u>Yes</u>	Mr. Seyer	<u>Yes</u>
Mr. Falkner	<u>Absent</u>		

The resolution is approved

c. **Res. No. 026-009: Approval of Depository Agreement for the period of August 22, 2026 to August 22, 2031**

Mr. Monteith stated this is the follow-up to the action approved during the month of June to send out the request for banking proposals. Our current depository agreement expires shortly after next month's meeting. The advertisement was placed in the Dayton Daily News print and online editions. We only received one response to the request, which was from our current depository. As a matter of comparison, he looked at the current fee structure and the one being proposed. Overall, it is anticipated that the fees will stay relatively consistent.

Mrs. Denison moved for the approval of Res. No. 026-009. Mr. Nunna seconded the motion.

The roll call vote was as follows:

Mr. Bowling	<u>Yes</u>	Mrs. Herrick	<u>Yes</u>
Mrs. Cline	<u>Absent</u>	Mr. Nunna	<u>Yes</u>
Mrs. Denison	<u>Yes</u>	Mr. Seyer	<u>Yes</u>
Mr. Falkner	<u>Absent</u>		

The resolution is approved

d. **Res. No. 026-010: Authorizing the Fiscal Officer to Open Sealed Bids Immediately Following the Expiration of Time for Bids**

Mr. Monteith stated this resolution is necessary to allow for the opening of bids immediately upon the expiration of the time for bids. Otherwise, the bids must be opened during the next meeting after the expiration of the time. This resolution allows us to make the process quicker, with time to review the bids and reference information about the bidding firms.

Mrs. Denison moved for the approval of Res. No. 026-010. Mr. Nunna seconded the motion.

The roll call vote was as follows:

Mr. Bowling	<u>Yes</u>	Mrs. Herrick	<u>Yes</u>
Mrs. Cline	<u>Absent</u>	Mr. Nunna	<u>Yes</u>
Mrs. Denison	<u>Yes</u>	Mr. Seyer	<u>Yes</u>
Mr. Falkner	<u>Absent</u>		

The resolution is approved

EXECUTIVE SESSION

Mr. Bowling moved, pursuant to Ohio Rev. Code § 121.22(G)(1), to enter executive session for the purpose of considering the employment of public employees. Mrs. Denison seconded the motion.

The roll call vote was as follows:

Mr. Bowling	<u>Yes</u>	Mrs. Herrick	<u>Yes</u>
Mrs. Cline	<u>Absent</u>	Mr. Nunna	<u>Yes</u>
Mrs. Denison	<u>Yes</u>	Mr. Seyer	<u>Yes</u>
Mr. Falkner	<u>Absent</u>		

The motion is approved.

The Board entered executive session at 6:42 p.m.

At 6:48 p.m. Board President Carol Herrick returned the meeting to open session. She stated that the Board would take no further action as a result of the matters discussed during executive session.

ADJOURNMENT

Mr. Nunna moved to adjourn the meeting. Mr. Seyer seconded the motion.

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

The motion to adjourn is approved at 6:49 p.m.

President

Fiscal Officer

RESOLUTION #026-008

ACCEPTANCE OF THE REVISED MONTGOMERY COUNTY PUBLIC LIBRARY FUND
DISTRIBUTION FORMULA FOR 2027

The Board of Trustees of the Washington-Centerville Public Library, Montgomery County, Ohio met in regular session on July 28, 2026 at 6:00 P.M. at the Centerville Library with the following members present:

Mr. Bowling	<u>Present</u>	Mrs. Herrick	<u>Present</u>
Mrs. Cline	<u>Absent</u>	Mr. Nunna	<u>Present</u>
Mrs. Denison	<u>Present</u>	Mr. Seyer	<u>Present</u>
Mr. Falkner	<u>Absent</u>		

Mr. Nunna moved, Mr. Bowling seconded the following resolution:

WHEREAS, the Montgomery County Budget Commission, recognized that the Montgomery County Public Library Fund Distribution Formula, as agreed to by the four libraries and adopted by the Budget Commission in 1998, needed clarification and adjustment, and

WHEREAS, the Commission, at its meeting on August 29, 2019, instructed the four libraries to meet with staff representatives of the Commission to develop a revised the Funding Distribution Formula for the Public Library Fund, and

WHEREAS, the libraries met on several occasions, discussed new strategies for a principled, fair, and equitable distribution of the Public Library Fund, and

WHEREAS, the representatives of the Library Boards of the four public libraries in Montgomery County have agreed to adopt the new Public Library Fund Distribution Formula as distributed to each of the Library Boards, and

WHEREAS, the Library Boards of all four libraries endorsed the adoption of the agreed to formula commencing with calendar year 2021, and

WHEREAS, the four library systems have been agreed to revisions to the formula to a set percentage for the 2026 and 2027 calendar years, and

WHEREAS, the Funding Distribution Formula will serve the citizens of Montgomery County in a principled, fair, and equitable manner, now

THEREFORE BE IT RESOLVED, that the Board of Library Trustees of the Washington-Centerville Public Library accepts the continuation of the Funding Distribution Formula for the

allocation of the State of Ohio Fiscal Year 2027 Public Library Fund by the Montgomery County Budget Commission in the following percentages:

Dayton Metro Library:	78.8%
Germantown Public Library:	3.2%
Washington-Centerville Public Library:	12.5%
Wright Memorial Public Library:	5.5%

Upon roll call on the adoption of the above resolution, the vote was as follows:

Mr. Bowling	<u>Yes</u>	Mrs. Herrick	<u>Yes</u>
Mrs. Cline	<u>Absent</u>	Mr. Nunna	<u>Yes</u>
Mrs. Denison	<u>Yes</u>	Mr. Seyer	<u>Yes</u>
Mr. Falkner	<u>Absent</u>		

Passed: July 28, 2026

Board of Trustees

Washington-Centerville Public Library

Montgomery County, Ohio

CERTIFICATE

The undersigned, President and the Fiscal Officer of the Board of Library of the Washington-Centerville Public Library, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Board of Library Trustees on July 28, 2026 and in appearing upon the official records of said Board.

President, Board of Trustees

Fiscal Officer, Board of Trustees

RESOLUTION NO. 026-010

BOARD AUTHORIZATION FOR THE OPENING OF SEALED BIDS BY THE FISCAL OFFICER IMMEDIATELY FOLLOWING THE EXPIRATION OF TIME FOR BIDS

The Board of Trustees of the Washington-Centerville Public Library, Montgomery County, Ohio met in regular session on July 28, 2026 at 6:00 pm at the Centerville Library with the following members present:

Mr. Bowling	<u>Present</u>	Mrs. Herrick	<u>Present</u>
Mrs. Cline	<u>Absent</u>	Mr. Nunna	<u>Present</u>
Mrs. Denison	<u>Present</u>	Mr. Seyer	<u>Present</u>
Mr. Falkner	<u>Absent</u>		

Mrs. Denison moved, Mr. Nunna seconded the following resolution:

Whereas, the Board of Trustees of the Washington-Centerville Public Library is advertising for sealed bids related to the renovation of the Centerville Library

Whereas, upon expiration of the advertisement, Ohio Rev. Code § 3375.41 states that the bids shall be opened at the next meeting of the board, shall be publicly read by the fiscal officer, and shall be entered in full on the records of the board; provided that the board, by resolution, may provide for the public opening and reading of the bids by the fiscal officer, immediately after the time for their filing has expired, at the usual place of meeting of the board, and for the tabulation of the bids and a report of the tabulation to the board at its next meeting.

Therefore, the Board of Trustees does hereby authorize the Fiscal Officer to publicly open and read the sealed bids at 12:00 p.m. on Wednesday, August 12, 2026 in the Woodbourne Library Program Room, and to provide for the tabulation of bids and a report of the tabulation to the board at the August 18, 2026 meeting of the Board of Trustees.

Upon roll call on the adoption of the above resolution, the vote was as follows:

Mr. Bowling	<u>Yes</u>	Mrs. Herrick	<u>Yes</u>
Mrs. Cline	<u>Absent</u>	Mr. Nunna	<u>Yes</u>
Mrs. Denison	<u>Yes</u>	Mr. Seyer	<u>Yes</u>
Mr. Falkner	<u>Absent</u>		

Passed: July 28, 2026

Board of Trustees

Washington-Centerville Public Library

Montgomery County, Ohio

CERTIFICATE

The undersigned, President and the Fiscal Officer of the Board of Library of the Washington-Centerville Public Library, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Board of Library Trustees on July 28, 2026 and in appearing upon the official records of said Board.

President, Board of Trustees

Fiscal Officer, Board of Trustees