

Synopsis of Board Meeting

August 21, 2018
Centerville Library

CALL TO ORDER at 7:00 p.m.

ROLL CALL – Mr. Bowling, Present; Mr. Carr, Present; Mrs. Cline, Present; Mrs. Denison, Present; Mr. Hanseman, Present; Mrs. Herrick, Present; Mr. Nunna, Present; Ms. Senft-Paras, Present; Ms. Fingers, HR Fiscal Assistant, Present; Ms. Mergler, Programming / Community Relations Manager, Present; John Fabelo, Eddie Howlett and Bear Monita of LWC Inc. and members of the public.

HEARING OF PUBLIC – None

COMMITTEE REPORTS

Long-Range Facilities Planning Committee. Mr. Fabelo and Mr. Howlett reported on the following:

- Occupation Inspection passed.
- Sunscreen restoration is completed.
- Schedule for Woodbourne:
 - August 27 and 28: black top to be laid and installation of landscaping to begin
 - August 23: chairs and shelving completed
 - August 23 – 24: Tensile Shade Products returning to install shades-adjustments needed to be made in the joints for a correct fit
 - August 31: desks set up
 - August 31: painting metal panels
 - August 31: fire exits installed
 - September 2: mobile installed
- Review Change Order Log. Mr. Howlett reviewed the change order log, noting the following change orders for Board approval:
 - Proposal #68 - \$4,577.08 Teen work desk – thicker laminate and steel legs
 - Proposal #86 - \$3,389.98 Knight Wall system material-cement panels changed from horizontal to vertical

The Board unanimously approved the change orders listed above.

Mr. Fabelo discussed the dispute of proposal #81. LWC reviewed this item and stated the steel welding delay was caused by not following the sequencing in the specifications that caused a ripple effect in the project.

Mr. Fabelo added that proposal #90 was also being disputed since all existing metal siding and associated trims are to be prepared and repainted whether they remain in place or are salvaged as stated in Addendum 6.

Discussion was held on possible future change orders for additional lighting in the main restrooms as well as modifying sprinklers in the main restrooms. Mr. Fabelo mentioned a possible landscape substitution since certain plantings are not available. Mr. Fabelo will check with the City on waiting until those plantings become available.

Foundation Committee. Mrs. Denison summarized the Committee / Foundation board meeting on August 7:

Board meeting minutes are available for public inspection during library administrative office hours.

- The caterer, Scratch Events, had a tasting of the food begin served for the Gala.
- Mrs. Denison, members of the Gala Planning Committee and the caterer are meeting at Woodbourne Library on August 23 to decide on the areas for the food stations.
- Mr. Carr was asked to say the remarks at the Gala, Mrs. Denison will thank the sponsors and Ms. Senft-Paras will talk about Woodbourne and the artists. All Trustee members were asked to be greeters with the suggestion of wearing nametags.
- Mrs. Denison, Ms. Senft-Paras and Ms. Mergler prepared a video with Centerville Reports highlighting Woodbourne Library and the upcoming events.
- Parking at Woodbourne Library was discussed for both events. Centerville police were notified and the Library asked neighboring businesses about using their parking. Mr. Paras will be directing traffic. If needed, Westwind Limousine will shuttle people to the Gala from the Washington Square parking lot.

STAFF PRESENTATION – Grand Opening Plans. Georgia Mergler and Jamie Battaglia:

- Ms. Mergler summarized the events for the day of the Grand Opening. There will be musicians, mascots, raffles and light food throughout Woodbourne Library. New commemorative library cards will be available. Ms. Mergler asked for as many Trustees as possible to be at the Public Opening to greet the patrons. Ms. Mergler will provide the Trustees with a few talking points if they are asked about the project. Staff will wear special t-shirts and will be available to answer any questions.
- Ms. Mergler stated that the Friends of WCPL would have a table set up at the Grand Opening.
- Ms. Battaglia discussed Woodbourne Library's social media presence leading up to and the day of the Grand Opening.
- Mr. Hanseman asked that we remind the public of the many donations the Library received that made the renovation possible. He also said that the message that we are on schedule and on budget should be emphasized.

COMMITTEE REPORTS (Cont'd)

Personnel Committee:

- Executive Session. The Board retired into executive session at 8:15 pm to discuss the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee. 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.
- The President returned the meeting to open session at 8:20 pm.
- Rehiring of the Library Director. The Board unanimously approved the re-hiring of the Library Director, Sim Senft-Paras, effective September 1, 2018 with a salary compensation increase of 3.5%.

DIRECTOR'S REPORT - Ms. Senft-Paras reported on the following:

- Facilities:
 - Spectrum will be coming to Woodbourne Library on August 31 for the fiber line installation.
 - City Engineer Jim Brinegar notified Ms. Senft-Paras that the portion of the resurfacing of Spring Valley that impacts Centerville Library's entrance drive was delayed and will not start on September 10. The work will be done at night.
- Personnel.
 - Seven Shelving Assistant Level 2 staff were hired.

- Greg Doroh was promoted from a Shelving Assistant-Level 2 to a Public Services Assistant-Level 2.
- Collections/Programs/Services. The following are programs that will be held in September:
 - Adult Services:
 - Four programs for seniors on Medicare, memory, Social Security and technology
 - Two maker programs
 - Nine technology classes
 - Youth Services:
 - Fall storytime programs
 - Four children's programs
 - Teen lock-in at Woodbourne
- Other: Friends of WCPL:
 - The Friends made \$8,071 on the successful *Not Your Ordinary Book Sale*.
 - Tickets for *Ghost Walk* co-sponsored with Centerville Washington History and the City of Centerville will go on sale September 4.
 - Forms for the *Race to the Holidays* on November 4 at Oak Grove Park are available at the Library and on-line at Speedy Feet.

CONSENT AGENDA – Resolution No. 018-011 – Consent Agenda. Ms. Fingers reported on the following:

- The Ohio Department of Taxation released its initial estimate for 2019 PLF funding. Our estimated share of the increase is 5.2% or \$116,223.
- The Bureau of Workers' Compensation is recommending a 12% reduction in the 2019 rates for Ohio local governments effective January 1, 2019. This is the second largest decrease for the state's public employer taxing districts since 1985. A number of factors make the 2019 reduction possible, including declining claims and relatively low medical inflation costs.
- Through July 2018, revenues are up 5.5% over 2017 and expenditures are up 12.2% over 2017 because of expenses for the Woodbourne Library project that are supported by the General Fund.
- The bar chart for investments on page 37 shows that \$1,223,681 will mature in August and September that will cover the final expenses for the Woodbourne Library project.

The Board adopted Resolution No. 018-011, a consent agenda approving the following action items:

- Approval of July 24, 2018 Regular Board Meeting Minutes
- July Financial Statement, Notes to the July Financial Statement and Investment Report
- Payment of August Expenditures
- Personnel Items

The roll call vote resulted as follows: Mr. Bowling, Yes; Mr. Carr, Yes but abstain on payments to Centerville Landscape, Creative Impressions, Lincoln Storage and Moving, LWC Inc., The New York Times, Staffco Construction, Superior Mechanical and Taft; Mrs. Cline, Yes; Mrs. Denison, Yes, but abstain from the minutes; Mr. Hanseman, Yes; Mrs. Herrick, Yes, but abstain from the minutes; Mr. Nunna, Yes.

NEW / OLD BUSINESS

- Update on Fiber Optic Agreement. Ms. Senft-Paras reported that the library along with the other public entities held a bid opening meeting for the community fiber project on August 17. The consortium received three different proposals for leased lit services which is what we currently have now and no proposals for self-provisioned fiber. Feedback was given from one of the proposal groups that the timeline established for the self-provisioned fiber was too tight to engineer and build the fiber network. This vendor also gave the public entities an estimate on what they would have bid, and that bid would provide significant savings compared to leased lit service. All leased lit solutions were rejected. A revised RFP with a longer timeline was proposed.
- Additional Moving Expenses. Ms. Senft-Paras reviewed the quote from Lincoln Storage and Moving for additional storage fees and labor charges of \$7,128 for final delivery of items to each library and to deliver the boxes of returned books for restocking at Woodbourne Library. The Board unanimously approved a motion to accept the quote from Lincoln Storage and Moving in the amount of \$7,128.
- Transfer of Funds. The Board unanimously approved the following transfer of funds:

○ From Account #101.00.53500 Rents / Leases	\$13,500	
○ To #101.10.52110 Office Supplies-CV		\$2,000
○ To #101.20.52110 Office Supplies-WB		\$1,000
○ To #101.11.52120 Program Supplies		\$1,000
○ To #101.20.52170 Small Tools-WB		\$1,000
○ To #101.15.53275 Publicity		\$3,500
○ To #101.15.53290 Printing		\$1,000
○ To #101.20.53350 Janitorial Services		\$4,000
- We Support Save Communities Initiative. Ms. Senft-Paras referred to the materials on the “We Support Safe Communities’ initiative that was introduced at the Public Entities Meeting on July 30, 2018. Mr. Carr questioned the statistics on the draft copy of the information on the initiative stating that it identifies race and gender. He suggests removing that portion of the statistics. Ms. Senft-Paras will communicate this concern to Dr. Tom Henderson, the School District Superintendent. The Board unanimously approved a motion to support the initiative along with the other public entities in the Centerville / Washington Township district.

OTHER

- Mr. Bowling moved for adjournment at 8:42 P.M.

M. Fingers