

**WASHINGTON-CENTERVILLE PUBLIC LIBRARY**  
**BOARD MEETING MINUTES**

August 16, 2022

**CALL TO ORDER**

The regular Board of Trustees meeting for August 2022 was held at the Centerville Library. Board President Liz Cline called the meeting to order at 7:01 P.M.

**ROLL CALL**

The roll call was as follows: Mr. Bowling, **Absent**; Mrs. Cline, **Present**; Mrs. Denison, **Present**; Mrs. Herrick, **Absent**; Mr. Nunna, **Present**; and Mrs. Suttman, **Present**; 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 no hearing of the public

**APPROVAL OF MINUTES**

Mr. Nunna moved to approve the July 19, 2022 Meeting Minutes and Mrs. Suttman seconded the motion.

The vote was: **Yes**: 4; **No**: 0; **Abstain**: 1 (Denison)

Motion is approved

**DIRECTOR'S REPORT**

▪ **FACILITIES**

❖ Centerville

➤ HVAC upgrades – Request for Qualifications

Mrs. Suttman motioned to approve the request for qualifications with the addition of the second boiler unit at Woodbourne Library, and increasing the potential cost to \$550,000. Mr. Nunna.

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

- Began looking at space requirements at Centerville Library, and in conversation about continued partnership with RecPlex for Creativity Commons
- ❖ Woodbourne
  - BP cleared large swath of brush north side, facing apartments
- **PERSONNEL**
  - ❖ COVID cases, again – three tested positive first week of August
- **COLLECTIONS/SERVICES/PROGRAMS**
  - ❖ Bagged books were weeded – making room for chapter book read-alongs
  - ❖ Circulating Roku – new policy

Mrs. Denison moved to approve the Roku Policy, Mr. Nunna seconded.

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

- ❖ Patron bringing dogs in the Library
- ❖ Centerville Library served as a polling location for August 2<sup>nd</sup> election
- ❖ Centerville Noon Optimists grant to purchase family workstation - \$5,400
- ❖ Investigating use of Sinclair’s Centerville campus for larger and niche programming options
- ❖ Self-checkout usage

	2019		2020		2021		2022	
	patrons	items	patrons	items	patrons	items	patrons	items
WB	50.82%	56.50%	53.07%	56.11%	58.58%	64.37%	61.02%	69.15%
CV	44.89%	54.02%	48.62%	60.99%	54.93%	63.21%	61.78%	66.77%
Total	47.39%	55.07%	51.08%	58.46%	56.56%	63.73%	61.44%	67.84%

- **OTHER**
  - ❖ Washington Township is going to have a RTA bus wrapped – photo of Woodbourne will be included

**FISCAL OFFICER’S REPORT**

- a. Mr. Monteith presented the monthly financial report for July 2022, 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. Suttman moved to approve the monthly financial report, and Mr. Talda seconded the motion.

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

b. Payment of August expenditures

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

The roll call vote was as follows:

Mr. Bowling	<u>Absent</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>Absent</u>		

**NEW/OLD BUSINESS**

a. **Resolution No. 022-017: Approval of Transfer of Stale Dated Check to Fund 102 – Unclaimed Funds**

According to Ohio Revised Code Section 9.39, all money received or collected by a public official under the color of office and not otherwise paid out according to law shall be paid into the treasury of the public office with which he is connected to the credit of a trust fund and shall be retained there until claimed by its lawful owner. If not claimed within a period of five years, the money shall revert to the general fund of the public office.

Our checks are printed with a statement that checks are void after 180 days. As a result, there is a check in the amount of \$42.50, numbered #42696 that was dated January 18, 2022 that is now considered to be void. We are asking the Board to approve the transfer of this amount to Fund 102: Unclaimed Funds in accordance with the Ohio Revised Code requirements.

Mr. Talda moved to approve the resolution, and Mrs. Denison seconded the motion.

The roll call vote was as follows:

Mr. Bowling	<u>Absent</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>Absent</u>		

**ADJOURNMENT**

Mrs. Suttman moved to adjourn the meeting at 8:02 PM

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**President**

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**Vice President**