

**WASHINGTON-CENTERVILLE PUBLIC LIBRARY**

**BOARD MEETING MINUTES**

August 15, 2023

**CALL TO ORDER**

The regular Board of Trustees meeting for August 2023 was held at the Centerville Library. Board President Barbara Denison called the meeting to order at 7:03 P.M.

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

**EXECUTIVE SESSION**

Mrs. Cline moved to enter executive session, pursuant to Ohio Rev. Code § 121.22(G)(2), for the purpose of considering the purchase of property for public purposes. Mr. Bowling seconded the motion.

The roll call vote was:

Mr. Bowling	<u>Yes</u>	Mr. Nunna	<u>Absent</u>
Mrs. Cline	<u>Yes</u>	Mrs. Suttman	<u>Yes</u>
Mrs. Denison	<u>Yes</u>	Mr. Talda	<u>Absent</u>
Mrs. Herrick	<u>Absent</u>		

The Board entered Executive Session at 7:04 p.m.

At 7:38 p.m., the Board exited Executive Session and was returned to open session by Board President Mrs. Denison, stating that there would be no additional action as a result of matters discussed in Executive Session.

**HEARING OF THE PUBLIC**

Mr. Monteith stated that there was no hearing of the public

**ARCHITECT INTERVIEW COMMITTEE**

Mr. Bowling motioned to table the decision regarding the selection of an architect until the September meeting due to the committee members constituting three of the four board members in attendance. Mrs. Cline seconded the motion.

The vote was: **Yes**: 4; **No**: 0; **Abstain**: 0

Mrs. Fultz also presented that we believe that it is necessary to consult with an attorney regarding the construction project. Mr. Monteith added that there were a lot of matters that were beyond the knowledge of either himself or Mrs. Fultz. Consulting and working with an attorney would help us to ensure that we remain in compliance with the various requirements related to construction.

Mr. Bowling moved to authorize Mrs. Fultz to consult with an attorney. Mrs. Cline seconded the motion.

The vote was: **Yes**: 4; **No**: 0; **Abstain**: 0

Motion is approved

### **APPROVAL OF MINUTES**

Mrs. Suttman moved for the approval of the July 18, 2023 Meeting Minutes. Mr. Bowling seconded the motion.

The vote was: **Yes**: 4; **No**: 0; **Abstain**: 0

Motion is approved

### **DIRECTOR'S REPORT**

#### ▪ **FACILITIES**

- ❖ Woodbourne Library
  - Tri-Tech has shop drawings but no schedule yet
- ❖ Centerville Library
  - Proposed project schedule has boilers installed by October 10 and job completion by December 7
  - Tri-Tech re-assigning another engineer for construction administration

#### ▪ **PERSONNEL**

- ❖ Outreach Coordinator positions filled, and several other promotions
- ❖ Couple summer shelving assistants staying on
- ❖ Staff picnic scheduled for September 9 – 47 signed up to attend

#### ▪ **COLLECTIONS/SERVICES/PROGRAMS**

- ❖ The Wall That Heals – attendance estimated at 4,700
- ❖ Creativity Commons open during Township Ice Cream Social – 795 visitors
- ❖ Good Life Award kicks off September 5
- ❖ Duet & Duality exhibit through October 5

- Were offered one of the paintings from the exhibit to keep
- ❖ Solar Eclipses next big thing
  - October 14 – partial eclipse starting at 1:05 PM
  - April 8 – total solar eclipse starting at 1:53 pm
  - Glasses will be distributed, related programming scheduled
  - Web page set up with all of the information – [wclibrary.info/eclipses](http://wclibrary.info/eclipses)

▪ **OTHER**

- ❖ Print ads appearing in Centerville Lifestyle magazine
- ❖ Highlights survey – deadline on Friday
- ❖ Policy updates scheduled for September meeting
- ❖ Ohio Library Council Convention – September 27-29 in Cincinnati

**FISCAL OFFICER’S REPORT**

- a. Mr. Monteith presented the monthly financial report for July 2023, including the financial statements (Cash Position, Revenue Summary, Revenue BVA, Expense Summary, General Fund Expense BVA), Notes to the Financial Statements, Monthly Investment Report and Personnel Items for the board’s review and approval.

Mr. Bowling moved to approve the monthly financial report, and Mrs. Suttman seconded the motion.

The vote was: **Yes**: 4; **No**: 0; **Abstain**: 0

The motion is approved.

- b. Payment of August Expenditures

Mr. Bowling moved to approve the payment of August expenditures, and Mrs. Cline seconded the motion.

The roll call vote was as follows:

Mr. Bowling	<u>Yes</u>	Mr. Nunna	<u>Absent</u>
Mrs. Cline	<u>Yes</u>	Mrs. Suttman	<u>Yes</u>
Mrs. Denison	<u>Yes</u>	Mr. Talda	<u>Absent</u>
Mrs. Herrick	<u>Absent</u>		

The motion is approved.

**NEW/OLD BUSINESS**

**a. Approval of Youth Services Appropriation**

Mr. Monteith stated that this appropriation transfer has been requested by the Youth Services department. When they did their appropriations last year, they did not take into account that they must appropriate for the money that they anticipated receiving from the Friends of WCPL. Without appropriating these funds, they could not spend the money that was received. They have proposed reducing their Printing/Publications appropriations and putting that money into Program Supplies. The summary of the proposed transfer is:

101.12.53290 – Printing/Publications	\$(1,000.00)
101.12.52120 – Program Supplies	\$ 1,000.00

Mrs. Suttman moved to approve the appropriation transfer. Mrs. Cline seconded the motion.

The vote was: **Yes**: 4; **No**: 0; **Abstain**: 0

The motion is approved.

**b. Resolution No. 023-016: Acceptance of Montgomery County Public Library Fund Distribution formula**

Mr. Monteith stated this resolution is to accept the distribution formula for the Public Library Fund. The formula was changed to the current formula beginning in calendar year 2021.

Mrs. Suttman moved to accept the distribution formula, Mr. Bowling seconded the resolution

The roll call vote was as follows:

Mr. Bowling	<u>Yes</u>	Mr. Nunna	<u>Absent</u>
Mrs. Cline	<u>Yes</u>	Mrs. Suttman	<u>Yes</u>
Mrs. Denison	<u>Yes</u>	Mr. Talda	<u>Absent</u>
Mrs. Herrick	<u>Absent</u>		

The resolution is approved.

**ADJOURNMENT**

Mrs. Suttman moved to adjourn the meeting at 8:30 P.M.

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**President**

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**Secretary**