

**WASHINGTON-CENTERVILLE PUBLIC LIBRARY**

**BOARD MEETING MINUTES**

September 19, 2023

**CALL TO ORDER**

The regular Board of Trustees meeting for September 2023 was held at the Centerville Library. Board President Barbara Denison called the meeting to order at 7:00 P.M.

The roll call was as follows: Mr. Bowling, **Present**; Mrs. Cline, **Present**; Mrs. Denison, **Present**; Mrs. Herrick, **Present**; Mr. Nunna, **Present**; Mrs. Suttman, **Present**; and Mr. Talda, **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

**EXECUTIVE SESSION**

Mr. Bowling moved to enter executive session, pursuant to Ohio Rev. Code § 121.22(G)(1), for the purpose of considering the employment, dismissal, discipline or compensation of a public employee. Mr. Talda seconded the motion.

The roll call vote was:

Mr. Bowling	<u>Yes</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>Yes</u>		

The Board entered Executive Session at 7:01 p.m.

At 7:16 p.m., the Board exited Executive Session and was returned to open session by Board President Mrs. Denison.

Mr. Bowling moved to re-hire Library Director Liz Fultz for another year, with a raise of 5%, effective October 14, 2023. Mrs. Suttman seconded the motion.

The vote was: **Yes**: 7; **No**: 0; **Abstain**: 0

## **ARCHITECT INTERVIEW COMMITTEE**

Mrs. Herrick moved to table the decision on architect selection until we can conference with our attorney, to gain additional advice on the process

The vote was: **Yes**: 7; **No**: 0; **Abstain**: 0

## **APPROVAL OF MINUTES**

Mrs. Cline moved for the approval of the August 15, 2023 Meeting Minutes. Mrs. Suttman seconded the motion.

The vote was: **Yes**: 4; **No**: 0; **Abstain**: 3 (Talda, Herrick, Nunna)

Motion is approved.

Mrs. Herrick moved for the approval of the September 7, 2023 Special Meeting minutes. Mrs. Cline seconded the motion.

The vote was: **Yes**: 5; **No**: 0; **Abstain**: 2 (Talda, Suttman)

## **DIRECTOR'S REPORT**

### ▪ **FACILITIES**

- ❖ Congress Park
  - Closed on the property last Friday
  - Gary working on arranging mold remediation – quote for carpet removal, cleaning of ducts and furnaces, and renting air scrubbers
- ❖ Woodbourne Library
  - HVAC - Pad for second boiler has been poured and boiler and pipes are on site, waiting for valves to come in later this week
- ❖ Centerville Library
  - HVAC – worked began Monday, removing old boilers
  - Spoke with attorney about assistance with construction procurement

### ▪ **PERSONNEL**

- ❖ Staff development day recap –
  - Justin Howard from Emerge Improv on communication
  - Lindsey Tate from Sinclair on generations
  - Bill Menker on Intellectual Freedom
- ❖ Posting currently for Adult Services Aide, position open due to promotion
- ❖ Youth Services Specialist resignation

▪ **COLLECTIONS/SERVICES/PROGRAMS**

- ❖ Good Life Award kicked off September 5 – submission deadline October 3
- ❖ LORE Storytelling Workshop – Four-part series funded in part by grant from Culture Works
- ❖ Manhattan Short Film Festival – showings schedule September 29 through October 6
- ❖ Ghost Walk on Main – nearly sold out, only two groups have space left
- ❖ Exhibit at Woodbourne – “Tree Whispers”, collage art by Marsha Pippenger on display October 5 – November 1

▪ **OTHER**

- ❖ Annual Report published to website
- ❖ Policy updates scheduled for September – pushed to October
- ❖ Volunteer Open House – this Saturday

**FISCAL OFFICER’S REPORT**

- a. Mr. Monteith presented the monthly financial report for August 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.

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

The vote was: **Yes**: 7; **No**: 0; **Abstain**: 0

The motion is approved.

- b. Payment of September Expenditures

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

The roll call vote was as follows:

Mr. Bowling	<u>Yes</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>Yes</u>		

The motion is approved.

**NEW/OLD BUSINESS**

**a. Resolution No. 023-017: Resolution Accepting the Amounts and Rates for 2023/2024 Tax Year**

Mrs. Herrick moved for the adoption of the Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor.

Mrs. Suttman seconded the Resolution.

The roll call vote was as follows:

Mr. Bowling	<u>Yes</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>Yes</u>		

The resolution is approved.

**b. Amended Resolution No. 023-015: Amended OPERS Resolution**

Mr. Monteith stated that this resolution was necessary to change the resolution that was being rescinded as part of the change from the pick-up of OPERS contributions to being the responsibility of each staff member. The original resolution did not rescind the most current resolution that OPERS has on file.

Mrs. Herrick moved for the adoption of the amended resolution. Mr. Nunna seconded the resolution.

The roll call vote was as follows:

Mr. Bowling	<u>Yes</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>Yes</u>		

The resolution is approved.

**c. Approval of the Placement of Legal Advertisement – Trustee Position**

Mrs. Herrick moved to approve the placement of the legal advertisement for the trustee position. Mrs. Cline seconded the motion.

The vote was: **Yes**: 7; **No**: 0; **Abstain**: 0

The motion is approved.

**d. Approval of Youth Services Appropriation**

Mr. Monteith stated that this appropriation transfer has been requested by the Community Relations department. This transfer is being requested to cover the shortfall between the amount remaining available in Conference/Meeting expense and the estimated conference costs for the Library Marketing conference in November. Costs for the conference increased this year.

In order to accommodate this transfer, Community Relations proposed to reduce their printing/publications budget by \$500. They have only spent and/or encumbered about \$16,876 of the \$38,415 they budgeted for the year.

The summary of the transfer is:

101.15.53290 – Printing/Publications	\$(500.00)
101.15.53130 – Conference/Meeting	\$ 500.00

Mr. Bowling moved to approve the appropriation transfer. Mr. Nunna seconded the motion.

The vote was: **Yes**: 7; **No**: 0; **Abstain**: 0

The motion is approved.

**ADJOURNMENT**

Mr. Nunna moved to adjourn the meeting at 8:15 P.M. Mrs. Suttman seconded the motion.

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**President**

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**Secretary**