

WASHINGTON-CENTERVILLE PUBLIC LIBRARY
BOARD MEETING MINUTES

September 17, 2024

CALL TO ORDER

The regular Board of Trustees meeting for September 2024 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, **Absent**; Mrs. Denison, **Present**; Mrs. Herrick, **Present**; Mr. Nunna, **Present**; and Mrs. Suttman, **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 this month.

EXECUTIVE SESSION

Mrs. Herrick moved, pursuant to ORC §121.22(G)(1), to adjourn to executive session for the purpose of discussing the employment and/or compensation of a public employee. 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>	Mrs. Suttman	<u>Yes</u>

The board entered executive session at 7:04 p.m.

At 7:17 p.m., Board President Barbara Denison returned the meeting to open session.

RE-HIRING OF LIBRARY DIRECTOR

Mrs. Herrick moved to re-hire Liz Fultz, effective October 14, 2024 for the period of one-year, with a 3.5% salary raise, plus a one-time bonus of \$1,000. Mr. Nunna seconded the motion as presented.

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

APPROVAL OF MINUTES

Mr. Nunna moved for the approval of the August 20, 2024 Meeting Minutes. Mrs. Suttman seconded the motion.

The vote was: **Yes**: 3; **No**: 0; **Abstain**: 2 (Bowling, Herrick)

DIRECTOR'S REPORT

- **FACILITIES**

- Centerville Library
 - Update from LWC

John Fabelo from LWC presented to the board regarding the renovation project at the Centerville Library.

At 8:10 p.m., the board took a five-minute break.

At 8:15 p.m., the board returned.

- Woodbourne Library
 - Magazine shelves repaired
 - One half of Circulation Desk repaired, second half out for repairs now

- **COLLECTIONS/SERVICES/PROGRAMS**

- Ghost Walk on Main – October 10, tickets on sale now
- Manhattan Short Film Festival begins September 26, 9 showings through October 5

- **OTHER**

- Budget Commission and PLF formula

FISCAL OFFICER'S REPORT

- a. Mr. Monteith presented the monthly financial report for August 2024, including the financial statements (Cash Position, Revenue Summary, Revenue Budget Statement, Expense Summary and General Fund Expense Budget Statement), 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. Nunna seconded the motion.

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

The motion is approved.

b. Payment of September 2024 Expenditures

Mr. Monteith presented the check register for the period of August 21, 2024 through September 17, 2024. These checks reflect the bills paid since the prior meeting, and the checks to be approved for payment. He did explain Check #45778 to Kronos SAASHR, Inc. was for the new human resources and Time Clock system that was selected. This allows us to begin the development and implementation process with a current goal of being in place by January.

Mrs. Herrick moved to approve the payment of expenditures, and Mrs. Suttman 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>	Mrs. Suttman	<u>Yes</u>

The motion is approved.

NEW/OLD BUSINESS

a. Appropriation Transfer

Mr. Monteith presented the appropriation transfers (as appended to the minutes), as outlined in the packet. These transfers are a reallocation, and no additional funds were being requested.

Mrs. Herrick moved to approve the appropriation transfer. Mr. Nunna seconded the motion.

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

The motion is approved.

b. Resolution No. 024-005: Naming of Congress Park Building

Mrs. Fultz presented the resolution to name the Congress Park building as the Legacy Administration Building. The resolution additionally directs that appropriate signage be placed on the property to recognize the four trustees that served for a period of twenty-five years or more.

Mrs. Herrick moved for the adoption of the resolution, as appended to these minutes. 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>	Mrs. Suttman	<u>Yes</u>

Resolution No. 024-005 is approved.

c. Resolution No. 024-006: Acceptance of the Montgomery County PLF Formula for the 2025 Fiscal Year

Mr. Monteith stated that this resolution is necessary as part of the process approved by the County Budget Commission in 2019. Based on the Budget Commission meeting held at the end of August, we are estimated to receive \$3.18 million in Public Library Funds for 2025. Additionally, we will be receiving additional funds related to the correction of the error in the PLF formula over the last two years.

Mr. Nunna moved to approve the Resolution, as appended to these minutes. Mrs. Herrick 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>	Mrs. Suttman	<u>Yes</u>

Resolution No. 024-006 is approved.

d. Resolution No. 024-007: Transfer to Building Fund

Mr. Monteith stated that this transfer was approved as part of the 2024 Appropriations. As we get close to commencing the Centerville Library renovation, we should now move forward with the transfer of these funds.

Mr. Nunna moved to approve the Resolution, as appended to these minutes. Mrs. Herrick 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>	Mrs. Suttman	<u>Yes</u>

Resolution No. 024-007 is approved.

e. Resolution No. 024-008: Accepting the Amounts and Rates as Determined by County Budget Commission

Mr. Monteith stated that this resolution is necessary to allow us to collect the property tax levy for 2025. This resolution must approved annually. The amounts in the resolution come from the County Auditor, and are based on a 95% collection rate.

Mr. Bowling moved to approve the Resolution, as appended to these minutes. 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>	Mrs. Suttman	<u>Yes</u>

Resolution No. 024-008 is approved.

f. Approving the Placement of Legal Advertisement – Board of Trustees Vacancy

This legal advertisement will be placed in the Dayton Daily News for the term of January 1, 2025 to December 31, 2031. This is the seat that was vacated by Mr. Talda, and the anticipated filling of the seat by David Falkner, pending School Board approval next week.

Mrs. Herrick moved to approve the placement of the legal advertisement. Mr. Nunna seconded the motion.

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

The motion is approved.

g. Approval of the Naming Rights Policy

Mrs. Fultz stated that she had put this policy together using policies in place at other governmental agencies. She additionally sent the policy to our legal counsel, Scot Stone, for his input. He provided some items for the board to consider. Most of these items were incorporated into the final draft provided to the board.

Mr. Nunna moved to approve the Naming Rights Policy as presented. Mrs. Suttman seconded the motion.

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

The motion is approved.

ADJOURNMENT

Mr. Nunna moved to adjourn the meeting at 8:45 P.M. Mrs. Suttman seconded the motion.

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

The motion to adjourn is approved.

President

Fiscal Officer