

WASHINGTON-CENTERVILLE PUBLIC LIBRARY
BOARD MEETING MINUTES

September 16, 2025

CALL TO ORDER

The regular Board of Trustees meeting for September 2025 was held at the Woodbourne Library. Board President Carol Herrick called the meeting to order at 7:02 p.m.

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

EXECUTIVE SESSION

Mrs. Suttman 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. Falkner seconded the motion.

The roll call vote was:

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

At 7:02 p.m., the board entered executive session.

At 7:16 p.m., the board exited executive session.

Mr. Bowling moved to rehire Liz Fultz as Library Director, effective October 14, 2025 with an increase in her compensation of 3.75%. Mrs. Cline seconded the motion.

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

APPROVAL OF MINUTES

Mrs. Suttman moved for the approval of the August 19, 2025 Meeting Minutes. Mrs. Cline seconded the motion.

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

DIRECTOR'S REPORT

Mrs. Fultz presented her monthly report for September 2025:

- **FACILITIES**
 - Centerville Library
 - Video tour
 - Change order report
 - Furniture package out to bid
 - Woodbourne Library
 - Exterior panel replacement
- **COLLECTIONS/SERVICES/PROGRAMS**
 - Ready, Set, Grow! video series
 - Ghost Walk tickets on sale
 - Woodbourne Library Arts Endowment exhibit - Curious Critters
- **OTHER**
 - HR Manager recruitment in progress
 - Nearly 250 applications received
 - OLC updates
 - Governor's property tax task force to have recommendations by 9/30
 - Citizens for Property Tax Reform – shooting for constitutional amendment on ballot next year
 - HB 420 – eliminates continuous levies by 2030
 - Friends
 - Gathering with Friends – September 21

FISCAL OFFICER'S REPORT

- a. Mr. Monteith presented the monthly financial report for August 2025, including the financial statements (Cash Position, Revenue Summary, Revenue Budget Statement, Expense Summary and General Fund Expense Budget Statement), Notes to the Financial Statements, August 2025 Bank Reconciliation, Monthly Investment Report and Personnel Items for the board's review and approval.

Mr. Falkner moved to approve the monthly financial report, monthly investment report and bank reconciliation. Mrs. Suttman seconded the motion.

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

The motion is approved.

- b. Payment of September 2025 Expenditures

Mr. Monteith presented the check register for the period of August 20, 2025 through September 16, 2025.

Mrs. Suttman moved to approve the payment of expenditures, and Mr. Falkner seconded the motion.

The roll call vote was as follows:

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

The motion is approved.

NEW/OLD BUSINESS

a. **Res. No 025-007: Resolution to Accept the Amounts and Rates as Determined by the County Budget Commission**

Mr. Monteith stated that this resolution is required to be passed annually to allow the library to collect on the property tax levy. As you can see from the resolution, the county auditor has provided a summary of the amounts to be collected on the levy. This is for the actual property tax levy and the homestead/rollback credits that are reimbursed by the State of Ohio.

Mrs. Cline moved for the adoption of Resolution No. 025-007. Mrs. Suttman seconded the motion.

The roll call vote was:

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

The resolution is approved.

b. Mr. Monteith presented the legal advertisement that is to be submitted to the Dayton Daily News for the trustee position that is currently held by Mrs. Suttman.

Mr. Monteith pointed the board's attention to the fact that this will be the first trustee position that will see the four-year terms, as approved by the state legislature.

Mrs. Suttman moved to approve the placement of the legal advertisement. Mrs. Cline seconded the motion.

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

The motion is approved.

- c. Mr. Monteith presented the requested appropriation transfers. This request was made by the Adult Services Department. The first transfer is requested to cover the additional mileage that the department has paid this year due to Creativity Commons being short-staffed. To cover this transfer, the funds will be taken from Creativity Commons Program Supplies. These funds are not needed this year.

The second transfer is to cover a shortfall in the periodicals budget for 2025 into 2026. To have the necessary periodicals ordered and in place for the reopening of most of the Centerville Library, the order must be placed in late 2025. This was an oversight in the original appropriations. To cover this, we will take some of the funds that will be unused for online subscriptions. We made multiple cuts to this line in 2025.

Mr. Falkner moved, and Mrs. Cline seconded motion to approve the following transfers:

Transfer #1			
Account	Description	Amount From	Amount To
101.24.52120	Program Supplies - Creativity Commons	\$ 600.00	
101.11.53110	Mileage - Adult Services		\$ 600.00
	Total	\$ 600.00	\$ 600.00

Transfer #2			
Account	Description	Amount From	Amount To
101.30.54510	Online Subscriptions - Adult	\$ 15,000.00	
101.30.54210	Periodicals		\$ 15,000.00
	Total	\$ 15,000.00	\$ 15,000.00

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

The motion is approved.

OTHER

There was no other business to be discussed.

ADJOURNMENT

Mrs. Suttman moved to adjourn the meeting at 8:10 p.m. Mrs. Cline seconded the motion.

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

The motion to adjourn is approved.

President

Fiscal Officer