

**Washington-Centerville Public Library  
Board Meeting Agenda  
November 18, 2025  
Woodbourne Library**

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**1 Call to Order - Board President**

**2 Roll Call**

**3 Hearing of the Public**

**4 I hereby move to adjourn to executive session:**

**Roll Call Vote**

**Pursuant to ORC § 121.22(G)(4), for the purpose of considering the employment and compensation of a public official; and**

**Pursuant to ORC § 121.22(G)(4), for the purpose of conducting and review negotiations with public employees concerning their compensation or other terms and conditions of their employment**

**5 Staff Presentation**

- **Margaret Robinson, Human Resources Manager**  
**Open Enrollment**  
**Shelving Assistant Pay Ranges**  
**Personnel Policy Manual Revisions**
- **Teri Herbstreit, Marketing & Communications Manager**  
**Library Rebranding**

**6 Committee Reports**

- **Trustee Interview Committee**  
**Presentation of candidate to fill open position**
- **Nominating Committee**  
**Set meeting date**
- **Executive Committee**  
**Reminder that they will meet before December meeting**
- **Finance Committee**  
**2026 Budget Review - December 9, 2025**

**7 Approval of the October 21, 2025, Meeting Minutes**

**Action Item**

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**8 Director's Update**

- Facilities
- Personnel
- Collections / Programs / Services
- Other

**9 Fiscal Officer's Report**

- **Monthly Financial Report** **Action Item**  
**Monthly Financial Statements**  
**Personnel Items**
- **Payment of November Expenditures** **Roll Call Vote**

**10 New/Old Business**

- a. **Approval of premium increases to health and dental insurance plans for 2026** **Action Item**
- b. **Approval of increases to the shelving assistant pay range minimum to new Ohio minimum wage amount, and to the range maximum by 3%** **Action Item**
- c. **Approval of adjustment to the wages of Shelving Assistants who will be below Ohio's new minimum wage to \$11.00 per hour** **Action Item**
- d. **Approval of revisions to the Hiring and Evaluation, Working Conditions, and Benefits - Work/Life Balance sections of the personnel manual** **Action Item**
- e. **Approval of Fiscal Manual Policy Changes** **Action Item**  
**Trustee Appointment**  
**Performance Evaluation Process For Board-Reporting Positions**
- f. **Approval of candidate to fill open Trustee position** **Action Item**
- g. **Res. No. 025-008: Advance Request of 2025 Tax Dollars** **Roll Call Vote**
- h. **Approval to proceed with the rebranding of the library in the 2026 fiscal year** **Action Item**

**11 Meeting Adjournment** **Action Item**

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<b>Upcoming Meeting Schedule</b>
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**Board/Committee Meetings**

Date	Meeting	Time	Location
December 9, 2025	Finance Committee	7:00 PM	WB Creativity Space
December 16, 2025	Executive Committee	6:30 PM	WB Program Room
December 16, 2025	Board of Trustees	7:00 PM	WB Program Room

**Friends:**

Date	Meeting	Time	Location
December 2, 2025	WCPL Friends Board	6:30 PM	WB Creativity Space