

WASHINGTON-CENTERVILLE PUBLIC LIBRARY
BOARD MEETING MINUTES

February 17, 2026

CALL TO ORDER

The regular Board of Trustees meeting for February 2026 was held at the Woodbourne Library. Board Vice President Randy Bowling 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**; Mr. Falkner, **Present**; Mrs. Herrick, **Absent**; Mr. Nunna, **Present**; Mr. Seyer, **Absent**; also Mrs. Fultz, Library Director, and Mr. Monteith, Fiscal Officer; and members of the public.

HEARING OF THE PUBLIC

Mr. Monteith stated that there is no hearing of the public this month.

EXECUTIVE SESSION

Mrs. Cline moved to adjourn to executive session pursuant to ORC §121.22(G)(4), for the purpose of reviewing the negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employees. Mr. Nunna seconded the motion.

The roll call vote was as follows:

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

At 7:01 p.m., the board entered executive session.

At 7:13 p.m., the board exited executive session. Mr. Bowling returned the meeting to open session.

RATIFICATION OF THE COLLECTIVE BARGAINING AGREEMENT

Mr. Falkner moved to ratify the collective bargaining agreement between the Board of Library Trustees of the Washington-Centerville Public Library and the Washington-Centerville Public Library Staff Association for the period of November 1, 2025 through October 31, 2028. Mr. Nunna seconded the motion.

The roll call vote was as follows:

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

The motion is approved.

Mr. Falkner moved to approve the necessary changes to the Personnel Manual to bring it into agreement with the Collective Bargaining Agreement.

The following policies are being amended:

- Equal Opportunity Employment
- Emergency Closing
- Sunday Hours
- Time Sheets
- Holiday Pay
- Sick Leave
- Vacation Leave

Mrs. Denison seconded the motion.

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

The motion is approved.

COMMITTEE REPORTS

Foundation Committee

Mr. Monteith stated that the first item related to the Foundation Committee was making a request to the Dayton Foundation for \$5,000 to cover the initial reopening event costs. These funds will ultimately be deposited into the Foundation Committee account. Mrs. Denison moved to request a draw of \$5,000 from the Foundation Fund at the Dayton Foundation. Mr. Nunna seconded the motion.

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

The motion is approved.

Mr. Monteith explained that the Foundation Committee decided to present the Foundation Bylaws, as written, to the Board of Trustees for approval. The Committee understands that there

will be revisions necessary to these bylaws, but this allows the Committee to begin the process of selecting individuals to serve on the Foundation Board, begin the process of obtaining tax-exemption, and other necessary tasks to establish the Foundation as separate from the library.

Mr. Nunna moved to approve the Foundation Bylaws. Mrs. Cline seconded the motion.

The roll call vote was as follows:

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

The bylaws are approved.

DIRECTOR'S REPORT

- **FACILITIES**

- Centerville Library
 - Transitioning to phase 2
 - Sneak peek events – March 4 and 5 by invitation
- Woodbourne Library
 - Boiler drainpipe leak
- Legacy Administration Building

- **COLLECTIONS/SERVICES/PROGRAMS**

- SearchOhio – available now, but still work in progress
- OhioLink – still delayed

- **OTHER**

- Tasting with Friends – Thursday, February 26 at Benham's Grove, tickets still available
 - Joint Public Entities meeting – Monday, March 30 at Woodbourne Library

FISCAL OFFICER'S REPORT

- a. Approval of the January 20, 2026 Meeting Minutes

Mr. Nunna moved for the approval of the January 20, 2026 Meeting Minutes. Mr. Falkner seconded the motion.

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

The motion is approved.

- b. Mr. Monteith presented the monthly financial report for January 2026, including the financial statements (Cash Position, Revenue Summary, Revenue Budget Statement, Expense Summary and General Fund Expense Budget Statement), Notes to the Financial Statements, January 2026 Bank Reconciliation, Monthly Investment Report and Personnel Items for the board’s review and approval.

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

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

The motion is approved.

- c. Payment of February 2026 Expenditures

Mr. Monteith presented the check register for the period of January 21, 2026 through February 17, 2026.

Mr. Nunna 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>Absent</u>
Mrs. Cline	<u>Yes</u>	Mr. Nunna	<u>Yes</u>
Mrs. Denison	<u>Yes</u>	Mr. Seyer	<u>Absent</u>
Mr. Falkner	<u>Yes</u>		

The motion is approved.

NEW/OLD BUSINESS

- a. **Res. No. 026-004: Approval of Retainage Account**

Mr. Monteith explained that the construction contract has progressed to the point where the opening of a retainage account is necessary. This resolution will authorize the Fiscal Officer to work with U.S. Bank to establish the account.

Mr. Nunna moved to approve Res. No. 026-004. Mr. Falkner seconded the motion.

The roll call vote was as follows:

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

The resolution is approved.

b. **Res. No. 026-005: Approval of Then & Now Certificate**

Mr. Monteith explained that this Then & Now Certificate is a result of the appropriations transfer approved in January. This is related to a legal invoice received near the end of 2025. Because the amount exceeded \$3,000, it requires board approval.

Mr. Falkner moved to approve Res. No. 026-005. Mr. Nunna seconded the motion.

The roll call vote was as follows:

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

Resolution No. 026-005 is approved.

c. **Approval of Legal Advertisement**

Mr. Monteith stated that this action is necessary to place the legal advertisement, as required by the Ohio Revised Code, stating that the annual financial report is complete and available for review. This is the standard advertisement that is placed each year around this time.

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

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

The motion is approved.

d. **Approval of Appropriation Transfer**

Mr. Monteith stated that this transfer was necessary to reallocate some funds from one line item to another because of misunderstanding the Summer Reading Club kickoff event. When the annual appropriations resolution was prepared, all the funds related to this event were

budgeted as supplies. However, a large portion of the expenditures for the event are contracted services. This transfer will allow us to properly report these expenditures as contracted services. The transfer is appended to these minutes.

Mrs. Cline moved to approve the proposed appropriations transfer. Mr. Falkner 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 8:25 p.m. Mr. Falkner seconded the motion.

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

The motion to adjourn is approved.

President

Fiscal Officer