

Synopsis of Board Meeting

June 15, 2021

Via WebEx

CALL TO ORDER at 7:05 p.m.

ROLL CALL VOTE: Mr. Bowling, Present; Mr. Carr, Present; Mrs. Cline, Present; Mrs. Denison, Present; Mr. Hanseman, Absent; Mrs. Herrick, Present; Mr. Nunna, Present; also present Ms. Fultz, Library Director; and Ms. Fingers, Deputy Fiscal Officer.

HEARING OF PUBLIC - None

COMMITTEE REPORTS

Finance Committee: - Ms. Fingers reported that the Finance Committee and Financial Advisory Committee met on June 8 to review the 2022 Budget without any issues. Ms. Fingers commented on the following:

- Kept the 2022 projected income same as 2021. We will have a better idea of revenues from Montgomery County in the fall
- The 2022 Budget Recommendation was compared to the 2021 estimated expenditures.
 - The following are the changes in the General Fund from estimated 2021 to proposed 2022:
 - Salaries and benefits increased \$312,308 or 7.86% (SharedWork ended 2/28/21; increase in health benefits predicted) Still under 2019 amount
 - Supplies increased \$49,920 or 6.97% (returning to in-person programming & new makerspace supplies)
 - Purchased / Contract Services increased \$32,260 or 2.74% (architect to evaluate CV systems & software)
 - Library Materials increased \$17,300 or 1.28% (books & ebooks)
 - Capital Outlay increased \$77,950 or 30.8 % (new makerspace)
 - Other Objects increased \$391 or 2.78%
 - Long Range Plan for GF very conservative in expenses and revenue

Resolution No. 021-009 -2022 Budget. The Board adopted Resolution No. 021-009, the 2022 Budget as recommended by the Finance Committee/Financial Advisory Committee. The roll call vote resulted as follows: Mr. Bowling, Yes; Mr. Carr, Yes; Mrs. Cline, Yes; Mrs. Denison, Yes; Mr. Hanseman, Absent; Mrs. Herrick, Yes; Mr. Nunna, Yes.

DIRECTOR'S REPORT

Director's Update – Ms. Fultz updated the Board on the following:

▪ FACILITIES

❖ Centerville Library

- Estimate requested to repair damaged siding-gables on the bottom board are getting damaged by water and will need replaced
- HVAC evaluation – budgeted for 2022-controls for the HVAC system are old and need to be updated

❖ Woodbourne Library

- Dead trees and plants are being replaced around the Children's Garden

- Damage done to outside benches by people on scooters and bikes – reported to CVPD. One Board asked if they were caught on camera which they were and the footage sent to the police. Patches to the concrete can be done
- **PERSONNEL**
 - ❖ 2021 Pay Rates for Substitutes, Library Aides and Shelving Assistants-Many were still furloughed during most of the evaluation time of 4/1/20-3/31/21 so only 12 out of 34 employees qualified. Based on the compensation strategy approved by the Board in March 2021 for fully benefited non-bargaining unit employees, it is recommended the individual merit increases range from 1.75% to 3.75% (before adjustments to midpoint). The average merit increase is 2.73% after adjustments were made.
The Board unanimously approved the pay rate increases as presented by Ms. Fultz.
 - ❖ Elimination of Public Services Admin position. Ms. Fultz continued that 1 person is still on furlough status because that person’s position is no longer needed. No other position is available that matches the rate and hours as this position. Discussion was held and it was determined to table the decision until next month to be able to consult with legal counsel.
 - ❖ Resignations – Youth Services Specialist and 2 Shelving Assistants
 - ❖ Recruiting for Adult Services Team Leader, Youth Services Specialist, and 3 Shelving Assistants for Centerville
 - In January 2020, there were 36 Shelving Assistants in Materials Handling; Currently, there are 21
- **COLLECTIONS/SERVICES/PROGRAMS**
 - ❖ Software used for printing, Information Station sign in, etc. is being replaced – will allow for credit card payments
 - ❖ Summer Reading Clubs kicked off June 1 – 1,280, as of this morning
 - Children’s rooms are getting busy again with Summer Reading Clubs happening
- **OTHER**
 - ❖ Reopening
 - Traffic has picked up, especially at Centerville Library, since mandates were lifted on June 2 and SRC started
 - Average daily door count (at Centerville Library)
 - Week of May 24 – 501
 - Week of June 7 – 625
 - Average evening visitors (at Centerville Library, from 6:00-9:00)
 - Week of May 24 – 72
 - Week of June 7 – 110
 - Sunday hours resumed at Woodbourne
 - June 6 – 131 visitors
 - June 13 – 168 visitors
 - Plexiglas barriers will remain at the service desks, and staff will continue to wear masks for now
 - ❖ Friends of WCPL paperback book sale July 30 & 31 at Centerville Library, and City BBQ takeover scheduled following the sale on August 2
 - ❖ Public entities meetings – may not be resurrected
 - ❖ Levy campaign update

- Website is up, as are Facebook and Instagram accounts
- \$4,600 has been raised in donations, almost half of the goal; Donor letters will go out soon
- Filming of promo videos has been delayed

CONSENT AGENDA – Resolution No. 021-010– Consent Agenda. Ms. Fingers reported on the following:

- According to OLC, “The Ohio Senate approved its version of the state budget last week. House Bill (HB) 110 includes language to maintain the Public Library Fund (PLF) at 1.7% of the General Revenue Fund (GRF). On Thursday, the House voted to not concur with the Senate version, meaning that HB 110 will now head to a Conference Committee to reconcile the differences.”
- June ‘s PLF is higher than originally predicted

The Board adopted Resolution No. 021-010, a consent agenda approving the following action items:

- Approval of May 18, 2021 Regular Board Meeting Minutes
- May Financial Statement, Notes to the May Financial Statement and Investment Report
- Payment of June Expenditures
- Personnel Items

The roll call vote resulted as follows: Mr. Bowling, Yes; Mr. Carr, Yes, but abstain from payments to Centerville Landscaping, Garber Electric, Rieck Mechanical, and The New York Times; Mrs. Cline, Yes; Mrs. Denison, Yes; Mr. Hanseman, Absent; Mrs. Herrick, Yes; Mr. Nunna, Yes.

NEW / OLD BUSINESS

- Temporary Rules of Conduct Addendum. Ms. Fultz discussed the removal of the COVID addendum to the Rules of Conduct. It was created when the pandemic started to allow the Director to set health procedures. Board decided to not remove the COVID addendum and see how the virus is in the fall and winter.

OTHER

- Ms. Fingers commented that the levy paperwork was taken to the Bureau of Elections on June 7th.
- Mrs. Denison moved for adjournment at 7:51 p.m.

M. Fingers