WASHINGTON-CENTERVILLE PUBLIC LIBRARY

BOARD MEETING MINUTES

August 19, 2025

CALL TO ORDER

The regular Board of Trustees meeting for August 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, **Present**; Mr. Falkner, **Absent;** 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 no hearing of the public this month.

APPROVAL OF MINUTES

Mrs. Suttman moved for the approval of the July 22, 2025 Meeting Minutes. Mrs. Cline seconded the motion.

The vote was: **Yes**: 5; **No**: 0; **Abstain**: 1 (Nunna)

DIRECTOR'S REPORT

Mrs. Fultz presented her monthly report for August 2025:

- **FACILITIES**
  - Centerville Library
    - Radiant heat in new Youth Services area
  - Woodbourne Library
    - Exterior panel replacement
    - Pollinator garden accepted as master gardener project
  - Legacy Administration Building
    - Friends shed nearly completed
  - Creativity Commons
    - Two 30-hour week Associate positions are filled, started August 18
    - Creativity Commons will be closed the week of August 25 for training

- **COLLECTIONS/SERVICES/PROGRAMS**
  - Summer programming up nearly 35%, including the Summer Reading Club Kick-off event
  - Passport Acceptance Fair – September 6
  - Ghost Walk tickets go on sale September 9

- Woodbourne Library Arts Endowment exhibit - Curious Critters
    - August 21 – September 24
    - Donating 2 prints, which will be selected by viewers' choice and hung in story time area

- **OTHER**
  - Senator Blackshear to visit Creativity Commons – August 25
  - Budget Commission Meeting presentation – August 28
  - Question about collection development policy in regards to DeWine's statement on vetoing library materials
  - Efficiency report
  - HR Manager recruitment in progress
    - 104 applications received as of August 18
  - Friends
    - Gathering with Friends – September 21
    - Tasting with Friends rescheduled for Thursday, February 26

FISCAL OFFICER'S REPORT

a. Mr. Monteith presented the monthly financial report for July 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, July 2025 Bank Reconciliation, Monthly Investment Report and Personnel Items for the board's review and approval.

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

   The vote was: **Yes**: 6; **No**: 0; **Abstain**: 0

   The motion is approved.

b. Payment of August 2025 Expenditures

   Mr. Monteith presented the check register for the period of July 23, 2025 through August 19, 2025.

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

   The roll call vote was as follows:

Mr. Bowling	Yes	Mrs. Herrick	Yes
Mrs. Cline	Yes	Mr. Nunna	Yes
Mrs. Denison	Yes	Mrs. Suttman	Yes
Mr. Falkner	Absent		

The motion is approved.

NEW/OLD BUSINESS

a. Mr. Monteith presented the requested appropriation transfer. This request was made by the Marketing & Communications Manager to allow for the purchase of Adobe Premier Pro for use by the Content Creator. This product will allow the Content Creator to better do her job. This product was not anticipated during the appropriations process last fall, and there is not currently extra room in the Systems budget to allow for the purchase without making the transfer.

Mrs. Denison moved, and Mrs. Suttman seconded motion to approve the following transfer:

From

Account	Description		Amount
101.15.53290	Marketing - Printing/Publications	$	250.00
	Total From:	$	250.00

To

Account	Description		Amount
101.20.53800	Systems - Online Services	$	250.00
	Total To:	$	250.00

The vote was: **Yes**: 6; **No**: 0; **Abstain**: 0

The motion is approved.

OTHER

There was no other business to be discussed.

ADJOURNMENT

Mr. Nunna moved to adjourn the meeting at 7:42 p.m. Mrs. Suttman seconded the motion.

The vote was: **Yes**: 6; **No**: 0; **Abstain**: 0

The motion to adjourn is approved.

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President

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Fiscal Officer