# WASHINGTON-CENTERVILLE PUBLIC LIBRARY

# BOARD MEETING MINUTES

August 18, 2026

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## CALL TO ORDER

The regular Board of Trustees meeting for August 2026 was held at the Centerville Library. Board President Carol Herrick called the meeting to order at 7:00 p.m.

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

## COMMITTEE REPORTS

Foundation Committee: Mr. Monteith stated that he was requesting approval to reimburse Debe Dockins for supplies and food catering deposits that she paid from her personal funds. Since the committee had not been able to meet, he was bringing this request before the full board.

Mr. Nunna moved to approve the reimbursement to Debe Dockins. Mr. Falkner seconded the motion.

The vote was: **Yes**: 4; **No**: 0; **Abstain**: 0

The motion is approved.

## DIRECTOR'S REPORT

- **FACILITIES**
    - Centerville Library
        - Reopening
            - Donor Appreciation – August 27
            - Grand Re-opening – August 30
            - Community Room
        - Creativity Commons
            - More new equipment has arrived
                - Recording booth
                - UV printer

- Woodbourne Library
  - Exterior panel replacement update
- Legacy Administration Building

- **COLLECTIONS/SERVICES/PROGRAMS**
  - Good Life Award – starts September 1
  - Ghost Walk tickets go on sale – September 8

- **OTHER**
  - Other County Budget Commissions and PLF
  - Joint Public Entities meeting – Monday, August 31 at Township

**FISCAL OFFICER'S REPORT**

a. Approval of the July 28, 2026 Meeting Minutes

Mrs. Cline moved for the approval of the July 28, 2026 Meeting Minutes. Mr. Falkner seconded the motion.

The vote was: **Yes**: 2; **No**: 0; **Abstain**: 2 (Falkner, Cline)

The motion is approved.

b. Mr. Monteith presented the monthly financial report for July 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, July 2026 Bank Reconciliation, Monthly Investment Report and Personnel Items for the board's review and approval.

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

The vote was: **Yes**: 4; **No**: 0; **Abstain**: 0

The motion is approved.

c. Payment of August 2026 Expenditures

Mr. Monteith presented the check register for the period of July 23, 2026 through August 18, 2026.

Mr. Nunna moved to approve the payment of expenditures, and Mrs. Cline seconded the motion.

The roll call vote was as follows:

| | | | |
|---|---|---|---|
| Mr. Bowling | Absent | Mrs. Herrick | Yes |
| Mrs. Cline | Yes | Mr. Nunna | Yes |
| Mrs. Denison | Absent | Mr. Seyer | Absent |
| Mr. Falkner | Yes | | |

The motion is approved.

## NEW/OLD BUSINESS

a. **Proposal to Change Evening Hours**
Mrs. Fultz presented the proposal to change the evening hours at both buildings for Monday through Thursday. She stated that there is consistently light foot traffic in both buildings after 8:00. The proposal would be to close the buildings at 8:00, while staff would still work until 8:30. This would give staff the time to clear the building of patrons and conclude any projects/tasks that they have in progress. This change would not go into effect until January 2, 2027, to allow for adequate time to communicate this change. Mrs. Fultz additionally noted that these hours are more consistent with the hours of other libraries in the area.

Mr. Nunna moved to approve the proposal to change the operating hours in January 2027. Mr. Falkner seconded the motion.

The vote was: **Yes**: 4; **No**: 0; **Abstain**: 0

The motion is approved.

b. **Closure of Library on December 26, 2026**
Mrs. Fultz stated that due to the way the Christmas holiday falls this year, we are proposing to close the library on Saturday, December 26th. Public facing staff work an alternating Friday/Saturday schedule. We close for Christmas Eve and Christmas Day. Because Christmas falls on Friday, half of the staff would take their holiday on December 25th, while the other half need to take an alternative day during this week. This creates challenges with scheduling. To alleviate this, we would like to close the building on December 26th, thus creating a situation where nearly all of the staff would have their holiday fall on one of these two days.

Mr. Nunna moved to approve the closure of the building on December 26, 2026. Mrs. Cline seconded the motion.

The vote was: **Yes**: 4; **No**: 0; **Abstain**: 0

The motion is approved.

c. **Res. No. 026-011: Authorizing the Fiscal Officer to Open Sealed Bids Immediately Following the Expiration of Time for Bids**

Mr. Monteith stated that we were doing this resolution a second time because the initial advertisement resulted in no bids being received. We are placing another advertisement with an expiration date of September 2, 2026, at 12:00 noon. This will allow us to open the bids immediately and tally the amounts prior to the next meeting of the board.

Mr. Nunna moved for the approval of Resolution No. 026-011, authorizing the fiscal officer to open the bids immediately upon the expiration of the time for bids. Mr. Falkner seconded the motion.

The roll call vote was as follows:

| | | | |
|---|---|---|---|
| Mr. Bowling | Absent | Mrs. Herrick | Yes |
| Mrs. Cline | Yes | Mr. Nunna | Yes |
| Mrs. Denison | Absent | Mr. Seyer | Absent |
| Mr. Falkner | Yes | | |

The resolution is approved

d. Mr. Monteith stated that, should bids be received, we are looking at a tight schedule for getting the project started and completed before the weather becomes too cold for the project to continue. He stated that we should schedule a special meeting of the board. He stated that he had placed a tentative hold on the conference room for September 8, 2026. Mrs. Herrick requested that the meeting be scheduled for 7:30 p.m. that night. There were no objections to this. Mr. Monteith stated that we would notify the board if there were no bids received, as no special meeting would then be necessary.

## ADJOURNMENT

Mrs. Cline moved to adjourn the meeting at 7:50 p.m. Mr. Falkner seconded the motion.

The vote was: **Yes**: 4; **No**: 0; **Abstain**: 0

The motion to adjourn is approved.

**President**

**Fiscal Officer**