

# *Synopsis of Board Meeting*

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September 21, 2021  
Woodbourne Library

**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, Present; Mrs. Herrick, Present; Mr. Nunna, Present; also Ms. Fultz, Library Director; Ms. Fingers, Deputy Fiscal Officer and members of the public

**HEARING OF PUBLIC – None**

**STAFF PRESENTATION**

**COMMITTEE REPORTS**

Personnel Committee:

- Executive Session - The board retired into executive session at 7:06 p.m. to discuss the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee.  
The roll call vote resulted as follows: Mr. Bowling, yes; Mr. Carr, yes; Mrs. Cline, yes; Mrs. Denison, yes; Mr. Hanseman, yes; Mrs. Herrick, yes; Mr. Nunna, yes.
- The President returned the meeting to open session at 7:17 p.m.
- Recommendation to Re-Hire the Library Director. The Board unanimously approved the re-hiring of the Library Director, Liz Fultz, for another year term with a salary compensation increase of 3.75% to be re-evaluated next September.
- Deputy Fiscal Officer. The Board unanimously approved the extension of Ms. Fingers' resignation until October 27, 2021 with the terms given to Mr. Bowling in a letter submitted September 15, 2021.

**DIRECTOR'S REPORT**

Ms. Fultz reported on the following:

- Facilities:
  - ❖ Centerville Library
    - Siding and window repair – began 9/17
    - Parking lot flooding – drain was cleaned from retainage area to street and seems to have taken care of the problem
    - Chiller repair – discussing the issue with Trane, Siemens and Waibel. They are all involved each covering a different part of the HVAC system. Had an engineer come to provide an outside perspective. The pneumatic controls for current system are being phased out. Engineer is outlining a plan.
  - ❖ Woodbourne Library
    - Boiler concern – only one boiler at WB; RTUs will not be sufficient if boiler isn't operating; Boiler made in Canada; parts aren't stocked and may be difficult to get. Cost for a new boiler is \$61,000. One Board member suggested speaking with the engineer who came for Centerville and see what are the most obvious parts that will fail on the boiler and order those for us to keep in stock in case of an emergency repair is needed.

- Copper flower sculpture installed

- **PERSONNEL**

- ❖ New hires
  - Public Services Team Leader
  - Youth Services Specialist
  - Youth Services Sub
- ❖ Offers extended for Public Services Assistants – both declined; didn't want to work evenings
- ❖ Recruiting for Teen Specialist

- **COLLECTIONS/SERVICES/PROGRAMS**

- ❖ According to State Library statistics, 15<sup>th</sup> Highest Total Circulation in 2020. Not based on per capita. One Board member asked if the per capita information could be forwarded on to the Board.

<b>CINCINNATI AND HAMILTON COUNTY PUBLIC LIBRARY</b>	<b>13,671,627</b>
<b>Columbus Metropolitan Library</b>	<b>9,582,387</b>
<b>CUYAHOGA COUNTY PUBLIC LIBRARY</b>	<b>9,429,380</b>
<b>Cleveland Public Library</b>	<b>4,323,315</b>
<b>Dayton Metro Library</b>	<b>3,445,859</b>
<b>AKRON-SUMMIT CNTY PUBLIC LIBRARY</b>	<b>3,260,669</b>
<b>Toledo-Lucas County Public Library</b>	<b>3,036,381</b>
<b>GREENE COUNTY PUBLIC LIBRARY</b>	<b>2,667,137</b>
<b>MEDINA COUNTY DISTRICT LIBRARY</b>	<b>2,156,398</b>
<b>STARK COUNTY DISTRICT LIBRARY</b>	<b>1,951,148</b>
<b>WORTHINGTON PUBLIC LIBRARY</b>	<b>1,921,281</b>
<b>GEAUGA COUNTY PUBLIC LIBRARY</b>	<b>1,913,793</b>
<b>MIDPOINTE LIBRARY SYSTEM</b>	<b>1,808,159</b>
<b>LANE PUBLIC LIBRARY</b>	<b>1,493,294</b>
<b>WASHINGTON-CENTERVILLE PUBLIC LIBRARY</b>	<b>1,372,542</b>

- ❖ Outdoor storytimes being held in partnership with Park District – 87 attended first one
- ❖ Sunday hours resumed at both locations
- ❖ Beginning lapsed patron campaign – regular email communication with those who aren't using their library cards
- ❖ Free COVID test kits will soon be distributed
- ❖ Masks – in addition to staff required to wear masks, we are requiring masks in programs and individual service appointments (i.e. passports and book-a-librarian)
- ❖ Working on two new collections – board games and museum passes. The Library received a donation of about 600 different games from a donor who does not wish to be recognized for the donation.

- **OTHER**

- ❖ Expenditures vs COLA-shows how the library has been fiscally responsible over the past ten years
- ❖ Friends

- Ghostwalk – tickets sold out in about one day
- Fall sale split to help with crowds
  - Books only sale planned for 10/21, 10/22, and 10/23 – Thursday will be member preview night with all books \$1; Friday and Saturday will be donation only
  - AV sale planned for 11/11 and 11/12
- ❖ Centerville named one of Ohio Magazine’s Best Hometowns – in November issue

CONSENT AGENDA - Resolution No. 021-016 – Consent Agenda. Ms. Fingers noted that the PLF Distribution for 2022 is \$2,699,423 up more than 24% from 2021 estimate of \$2,171,485.

The Board adopted Resolution No. 021-016, a consent agenda approving the following action items:

- Approval of August 17, 2021 Regular Board Meeting Minutes
- August Financial Statement, Notes to the August Financial Statement and Investment Report
- Payment of September Expenditures
- Personnel Items

The roll call vote resulted as follows: Mr. Bowling, Yes; Mr. Carr, Yes, but abstain from payments to Centerville Landscape, Creative Impressions, Rieck Mechanical, Wesco & the New York Times; Mrs. Cline, Yes; Mrs. Denison, Yes; Mr. Hanseman, Yes; Mrs. Herrick, Yes; Mr. Nunna, Yes.

#### NEW / OLD BUSINESS

- Budget Commission – Ms. Liz Fultz, and Ms. Fingers attended the Montgomery County Budget Commission hearing via Zoom on Wednesday, August 25.
- Audit Update - Ms. Fingers said the following attended the Audit exit review: Mr. Bowling, Mrs. Denison, Ms. Fultz and myself. Not public yet so no details can be released yet.
- Placement of Legal Ad for Trustee - Ms. Fingers stated that a legal ad will run twice through Cox Media in September for the trustee whose term is expiring in December 31, 2021.
- Library Trustee Appointment Policy Update – Ms. Fultz stated the policy needed to be updated. Ms. Fultz spoke with the Superintendent of the Schools about the policy changes.  
The Board unanimously approved a motion on the updated Library Trustee appointment policy as given to the Board by Ms. Fultz.
- Resolution No. 021-017 – Accepting the Amount and Rates for the 2021/2022 Operating Levy – Ms. Fingers stated the estimated yield of the levy for 2021/2021 is \$5,167,279, attached to and made a part of these minutes.

The Board unanimously adopted Resolution No. 021-017, to accept the amounts and rates for the 2021/2022 Operating Levy as determined by the Budget Commission of Montgomery County.

The roll call vote resulted as follows: Mr. Bowling, Yes; Mr. Carr, Yes; Mrs. Cline, Yes; Mrs. Denison, Yes; Mr. Hanseman, Yes; Mrs. Herrick, Yes; Mr. Nunna, Yes.

Personnel Appeals Board (PAB) Member –Ms. Fingers stated that a member of the PAB, Judy Budi, has a term expiring the 12/31/21. She has agreed to serve another 3 year term.

The Board unanimously approved the re-appointment of Judi Budi to the Personnel Appeals Board. Her new term will begin January 1, 2022.

Financial Advisory Committee Members –Ms. Fingers stated that 4 members of the Financial Advisory Committee have a term expiring 12/31/21. Currently have 6 members, we need to have at least 5. Bob Jackson & Chris McAlpine have decided not to serve for another term. Gary Smiga and Christopher Wysong have agreed to serve another term. According to Ms. Fultz, Art Hung, who is in finance and a member of the Centerville Noon Optimists and Ellen Chicoine, who is in accounting, have agreed to be a new members.

The Board unanimously approved the re-appointment of Gary Smiga & Christopher Wysong and to add Art Hung and Ellen Chicoine to the Financial Advisory Committee. Their new terms will begin January 1, 2022.

#### OTHER

Mrs. Cline stated that numerous people have told her of their appreciation of the Library providing curbside pickup.

Mrs. Herrick moved for adjournment at 8:01 P.M.

M. Fingers