1. DECLARATION OF CONFLICTS OF INTEREST

Trustees have the opportunity to share any possible conflicts of interest involving issues and actions under consideration by the Board.

2. APPROVAL OF AGENDA - ACTION

The President will solicit from Trustees any additions or changes to the agenda.

3. APPROVAL OF MINUTES - ACTION

It is recommended that the Board take action on the minutes of the March 17, 2020 meeting of the Board.

4. CONSENT AGENDA - ACTION

All items on the Consent Agenda are considered to be routine in nature and will be enacted in one motion. There will be no separate discussion of these items unless a Board member so requests, in which event, the item will be removed from the Consent Agenda and considered as the first item after approval of the Consent Agenda.

A. WORKSHOP HOURS

It is recommended that the Board authorize the attendance of staff members at the workshop/conference as listed at the end of the agenda.

B. PERSONNEL ACTIONS

It is recommended that the Board approve the personnel actions as listed at the end of the agenda.

5. COMMENTS FROM THE GENERAL PUBLIC

RULES AND PROCEDURE FOR PUBLIC COMMENT

1) Members of the general public who wish to comment shall register prior to the meeting and acknowledge their intention to comply with rules and procedures.

2) Speakers will be called in the order in which they register and asked to step forward to address the Board and have their comments recorded for the public record.

3) Unless approved by the Library’s Executive Director no fewer than seven (7) days in advance, comments shall be limited in duration to three (3) minutes. This time limit may be waived by the Board President.
4) Speakers shall limit their comments to matters pertaining to Library business. Speakers shall not be unduly repetitive of prior speakers.

5) All comments shall be made to the Board as a whole rather than an individual Board or Library staff member and shall be presented with civility and courtesy. Any questions or requests for additional information directed to the Board will be addressed in a reasonable time after the meeting by a Library staff member.

6) Meeting attendees will refrain from applause or vocal expressions of approval or disapproval of any comment.

7) Persons who violate any of these rules may be ordered to finish their comments immediately and/or leave the meeting.

8) In the interest of time or order, the Board President may terminate the public comment session of any meeting and add the remaining speakers to the next meeting’s agenda. The Board President shall rule on any procedural matter connected with any speaker and the ruling will be final.

6. MONTHLY FINANCIAL REPORT - ACTION

The Monthly Financial Report for March 2021 will be reviewed by the Fiscal Officer.

The following investments were approved:

<table>
<thead>
<tr>
<th>Date</th>
<th>Source</th>
<th>Amount</th>
<th>Use in Operations</th>
<th>Investment</th>
<th>Where</th>
</tr>
</thead>
<tbody>
<tr>
<td>3/15/2021</td>
<td>PLF</td>
<td>$1,347,012</td>
<td>$547,012</td>
<td>$800,000</td>
<td>Star Ohio</td>
</tr>
<tr>
<td>3/12/2021</td>
<td>RE Tax Advance</td>
<td>$772,438</td>
<td>$772,438</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>3/12/2021</td>
<td>RE Tax Advance</td>
<td>$690,045</td>
<td>-</td>
<td>$690,045</td>
<td>Debt Service</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$2,809,495</strong></td>
<td><strong>$1,319,450</strong></td>
<td><strong>$1,490,045</strong></td>
<td></td>
</tr>
</tbody>
</table>

7. EXECUTIVE DIRECTOR’S REPORT – INFORMATION

The Executive Director will update the Board on current library programs and services.

- Executive Director’s Orientation Update

8. LIBRARIES FOR A SMARTER FUTURE PLANNING UPDATE - INFORMATION

- Project budget update
- Facilities progress and upcoming milestones

9. MIAMI TOWNSHIP ROOFING PACKAGE – ACTION

Shook Construction acting as Construction Manager/Advisor on behalf of the Dayton Metro Library issued an invitation to bid on the Miami Township roofing package for the Miami Township Branch. Three (3) bids were received by the bid due date April 2, 2021.
<table>
<thead>
<tr>
<th>Bidder</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enterprise Roofing &amp; Sheet Metal Company</td>
<td>$103,508</td>
</tr>
<tr>
<td>Dayton, OH</td>
<td></td>
</tr>
<tr>
<td>Harold J/ Becker Company</td>
<td>$138,200</td>
</tr>
<tr>
<td>Dayton, OH</td>
<td></td>
</tr>
<tr>
<td>BK Contracting</td>
<td>$131,425</td>
</tr>
<tr>
<td>Dayton, OH</td>
<td></td>
</tr>
</tbody>
</table>

In consultation with Facilities Construction Consultant, Gerry Mitchell, and Shook Senior Project Engineer, Danny Forterner, proposals were evaluated on costs and compliance with specifications and requirements outlined in the public bid documents. It was determined that Enterprise Roofing & Sheet Metal Company submitted the lowest responsive bid.

It is recommended that the Board approve Enterprise Roofing & Sheet Metal Company for the roofing contract for the Miami Township Branch for an amount not to exceed $103,508. Additionally, it is recommended that the Board approve alternates 1, 2, 3, and 4 totaling $22,128 with an amount not to exceed $125,636 for the entire contract.

10. NEW BUSINESS

11. DAYTON METRO LIBRARY BOARD OF TRUSTEES MEETING

The next regular meeting of the Dayton Metro Library Board of Trustees will be Wednesday, May 19, 2021 at 4:00 p.m. location TBD.

12. ADJOURNMENT – ACTION
A. WORKSHOP HOURS

It is recommended that the Board authorize the attendance of the following staff members at the workshop/conference indicated below:

Miles Wagers, Integrated Library Systems Administrator, Information Technology Services, Operations Center, and Sarah Whalen, Acquisition Manager, Collection Development, Operations Center, to participate in “IUG 2021 Conference” virtual conference sponsored by III Innovative on March 22, 2021 through March 25, 2021. It is further recommended that registration in the amount of $75.00 each be reimbursed by the Board.

Desiree Davey, Technology Development Manager, Information Technology Services, Operations Center, to participate in “Computers in Libraries Conference 2021” sponsored by Information Today on March 23, 2021 through March 25, 2021. It is further recommended that registration in the amount of $299.00 be reimbursed by the Board.

Jeni Allen, Children Services Librarian, Southeast Branch Library, Christian Brewington, Children Services Librarian, Outreach Services, Mandie Burns, Youth Services Director, Youth Services, Operations Center, Theresa Callen, Children Services Librarian, Main Youth Services, Main Library, Amber Cristofaro, Information Services Librarian, Miamisburg Branch Library, Tonya Cross, Information Services Assistant, Main Youth Services Main Library, Gina Detate, Children Services Librarian, West Carrollton Branch Library, Megas Francis, Information Services Assistant, Main Youth Services, Main Library, Isaac Fry, Children Services Librarian, Burkhardt Branch Library, Jacki Fulwood, Youth Experiences Manager, Youth Services, Operations Center, Dani Gustavich, Children Services Librarian, Trotwood Branch Library, Andrew Hiatt, Children Services Librarian, Miamisburg Branch Library, Candice Jeske, Information Services Assistant, Main Youth Services, Main Library, Amanda Kerstiens, Children Services Librarian, Brookville Branch Library, Linda Lewis, Children Services Librarian, New Lebanon Branch Library, Molly Millsop, Information Services Assistant, Miami Township Branch Library, Caitlin O’Mara, Children Services Librarian, Southeast Branch Library, Karah, Power, Children Services Librarian, Main Youth Services, Main Library, Haley Pratt, Children Services Librarian, Kettering-Moraine Branch Library, Jennifer Reis, Children Services Librarian, Miamisburg Branch Library, Melissa Sokol, Children Services Librarian, Wilmington-Strop Branch Library, Terri Stringer, Children Services Librarian, Vandalia Branch Library, Erin Wen, Materials Selection Specialist, Collection Development, Operations Center, and Melissa Zimmerman, Children Services Librarian, Electra C. Doren Branch Library to participate in “Storytime: An Opportunity for Social Justice” online class sponsored by UW-Madison being held March 28, 2021 through May 9, 2021. It is further recommended that registration in the amount of $200.00 each be reimbursed by the Board.

Chrissy Sanders, Accounting Manager, Finance, Main Library, to participate in “CPIM – Public Library Fiscal Officer Conference” webinar sponsored by OLC on April 7, 2021 through April 8, 2021. It is further recommended that registration in the amount of $60.00 be reimbursed by the Board.

Caitlin Wissler, Branch Library Manager. Trotwood Branch Library, to participate in “Whole Person Librarianship” online class sponsored by RUSA(ALA) being held April 19, 2021 through May 24, 2021. It is further recommended that registration in the amount of $175.00 be recommended by the Board.
Megan Cooper, Development Manager, External Relations, Main Library, to participate in “International Public Library Fundraising Conference” virtual conference sponsored by Carl Bloom Associates on June 8, 2021 through June 9, 2021. It is further recommended that registration in the amount of $85.50 be recommended by the Board.

B. PERSONNEL ACTIONS

It is recommended that the following **Appointments** be accepted:

Angel Curry, Information Services Assistant, full-time, Grade 08, Main Youth Services, Main Library, effective March 28, 2021 at the rate of $17.03 per hour.

Sanghyun Lee, Information Services Assistant, full-time, Grade 08, Main Youth Services, Main Library, effective April 11, 2021 at the rate of $17.03 per hour.

It is recommended that the following **Change in Position** be accepted:

Aziz Shadmanov, Information Services Assistant, substitute, Grade Sub08, Electra C. Doren Branch Library, from Patron Services Assistant, substitute, Grade Sub05, Electra C. Doren Branch Library, effective March 28, 2021 at the rate of $13.00 per hour.

It is recommended that the following **Leave Without Pay** be accepted:

Lauren Simmons, Patron Services Assistant, full-time, Grade 05, Kettering-Moraine Branch Library, effective May 21, 2021 for 13 hours for vacation.

It is recommended that the following **Promotion** be accepted:

Douglas Keech, Facilities Manager, full-time, Grade S09, Facilities, Operations Center, from Maintenance Manager, full-time, Grade S07, Facilities, Operations Center, effective March 28, 2021 at the rate of $30.7620 per hour.

It is recommended that the following **Resignation** be accepted:

Carrie Bebris, Information Services Assistant, substitute, Grade Sub08, Burkhardt Branch Library, effective January 23, 2020.

Dave Hess, Fiscal Officer/Finance Director, full-time, Grade S12, Finance, Main Library, effective May 31, 2021.