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 April 21, 2021 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.

C. TUITION REIMBURSEMENT AGREEMENT

It is recommended that the Board approve the Tuition Reimbursement Agreement between the Board and Alexis Whitney, Information Services Assistant, Brookville Branch Library, in order to attend the Kent State University, School of Library and Information Science.

D. TUITION REIMBURSEMENT

It is recommended that the Board approve reimbursement for the following individuals for the course indicated once it has been successfully completed, and as funds are available, as defined in the Tuition Reimbursement Agreement:
Alexis Whitney, Information Services Assistant, Brookville Branch Library, for the course “Digital Technologies I: Data Fundamentals”, Kent State University, 1.0 credit hour, at a cost of $737.00, the course “Digital Technologies II: Internet Fundamentals”, Kent State University, 1.0 credit hour, at a cost of $737.00, the course “Preservation and Conservation of Heritage Materials”, Kent State University, 3.0 credit hours, at a cost of $2,211.00, and the course “User Experience Design Principles and Concepts”, Kent State University, 3.0 credit hours, at a cost of $2,211.00 for a total of $5,896.00.

E. AMERICAN LIBRARY ASSOCIATION

The 2021 ALA Annual Conference will be held virtually, from June 23 until June 29, 2021. It is recommended that the Board authorize payment of the registration fee of $179.00, for Board members, the Executive Director, and staff members who have appointed, elected and/or program responsibilities.

It is further recommended that in accordance with Article 47 of the Labor Agreement between the Board and Dayton Metro Library Staff Association, $537.00 will be divided amongst those bargaining unit members attending the conference who do not have an elected, program and/or appointed responsibility. It is further recommended that $537.00 will be divided amongst those managerial and confidential staff members attending the conference who do not have an elected, program and/or appointed responsibility.

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 April 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>
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<tr>
<td>4/15/2021</td>
<td>PLF</td>
<td>$1,150,090</td>
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<tr>
<td>5/5/2021</td>
<td>RE Tax Advance</td>
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<td></td>
</tr>
<tr>
<td>5/5/2021</td>
<td>RE Tax Advance</td>
<td>$546,074</td>
<td>-</td>
<td>$546,074</td>
<td>Debt Service</td>
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<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$2,315,434</strong></td>
<td><strong>$1,769,360</strong></td>
<td><strong>$546,074</strong></td>
<td></td>
</tr>
</tbody>
</table>

7. **CERTIFICATE OF RESOLUTION FOR AUTHORIZATION TO SIGN AGREEMENTS WITH FIFTH THIRD BANK**

*It is recommended that the Board approve the following banking resolution:*

The following individuals are duly authorized representatives of Dayton Metro Library to enter into and execute the applicable agreement(s) and other documents or instructions with Fifth Third Bank, N.A. as may be required from time to time to provide trust, agency, investment management, custodial services, qualified retirement plan and/or nonqualified plan services for the Dayton Metro Library. In addition, individuals listed below are duly authorized to appoint other individuals to perform day-to-day duties with respect to Fifth Third Bank, N.A.’s services. This Certificate supersedes any prior resolutions or other documentation with respect to providing authorization to sign agreements with Fifth Third Bank, N.A.

*Elaine Johnson, Board President*
*Jeffrey Trzeciak, Executive Director*
*Christina Sanders, Fiscal Officer & Treasurer*

7. **LIBRARIES FOR A SMARTER FUTURE PLANNING UPDATE - INFORMATION**

- Project budget update
- Facilities progress and upcoming milestones

8. **EXECUTIVE DIRECTOR’S REPORT – INFORMATION**

The Executive Director will update the Board on current library programs and services.
9. **RESOLUTION CONDEMNIGN ANTI-ASIAN AND ASIAN AMERICAN HARASSMENT AND VIOLENCE - ACTION**

The Board will discuss the proposed resolution condemning anti-Asian and Asian American harassment and violence as presented in the Board materials.

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, June 16, 2020 at 4:00 p.m. location TBD.

12. **EXECUTIVE SESSION**

It is recommended that the Board go into Executive Session in accordance with Article VII, Section 3, of the Amended and Restated Constitution and Bylaws of the Board of Trustees of the Dayton Metro Library, and with Section 121.22 (G)(1) and Section 121.22 (G)(4) of the Ohio Revised Code to discuss employment of public employees and the collective bargaining agreement, respectively.

A roll call vote will be needed.

13. **ADJOURNMENT – ACTION**
CONSENT AGENDA ADDENDUM

A. WORKSHOP HOURS

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

Cindi Chibis, Human Resources Director, Human Resources, Main Library, and Megan Cooper, Development Manager, External Relations, to attend “DACC Annual Meeting” being held at Dayton History on May 26, 2021. It is further recommended that registration in the amount of $40.00 each be reimbursed by the Board.

David Senatore, Teen Services Librarian, Miamisburg Branch Library, to participate in “Examining Institutional Racism in Libraries” online class being sponsored by Library Juice on June 7, 2021 through July 4, 2021. It is further recommended that registration in the amount of $175.00 be reimbursed by the Board.

Claudine Bennett, External Relations Manager, External Relations, Operations Center, to participate in “Plan A Campaign to Draw People Back into Your Library” webinar sponsored by NEO-RLS on June 10, 2021. It is further recommended that registration in the amount of $24.00 each be reimbursed by the Board.

B. PERSONNEL ACTIONS

It is recommended that the following appointments be accepted:

Giselle Spurgeon, Information Services Librarian, substitute, Grade Sub11, Kettering-Moraine Branch Library, effective May 9, 2021 at the rate of $17.42 per hour.

Margaret Steward, Assistant Branch Library Manager, full-time, Grade S07, Huber Heights Branch Library, effective May 23, 2021 at the rate of $23.6995 per hour.

Erin Winchester, Information Services Assistant, substitute, Grade Sub08, Information Services, Main Library, effective April 11, 2021 at the rate of $13.00 per hour.

It is recommended that the following change in grade be accepted:

Winnie Johnson, Branch Library Manager, full-time, Grade S09, Madden Hills/Westwood Branch Libraries, from Branch Library Manager, full-time, Grade S08, Madden Hills/Westwood Branch Libraries, effective May 9, 2021 at the rate of $34.2568 per hour.

It is recommended that the following change in location, change in position be accepted:

Victoria Hix, Staff Development Assistant, full-time, Grade 08, Human Resources, Operations Center, from Information Services Assistant, full-time, Grade 08, Information Services, Main Library, effective May 23, 2021 at the rate of $19.13 per hour.

It is recommended that the following leave without pay be accepted:

Christy Trotter, Patron Services Assistant, ½ -time, Grade 05, Trotwood Branch Library, effective April 8, 2021 for 3.38 hours for medical reasons.
Sharon Zellner, Patron Services Assistant, ½-time, Grade 05, Southeast Branch Library, effective April 19, 2021 for 80 hours for personal reasons.

It is recommended that the following Promotion be accepted:

Rachael Bussert, Local History Librarian, full-time, Grade 12, Special Collections, Main Library, from Information Services Librarian, full-time, Grade 11, Special Collections, Main Library, effective May 9, 2021 at the rate of $25.44 per hour.

Ashlee Hammond, Assistant Branch Library Manager, full-time, Grade S07, West Branch Library, from Interim Assistant Branch Library Manager, full-time, Grade S07, Westwood Branch Library, effective April 25, 2021 at the rate of $25.3293 per hour.

It is recommended that the following Promotion, Change in Location be accepted:

Angela Jones, Assistant Branch Library Manager, full-time, Grade S07, Vandalia Branch Library, from Information Services Librarian, full-time, Grade 11, Information Services, Main Library, effective May 9, 2021 at the rate of $26.9551 per hour.

Jason Long, Assistant Branch Library Manager, full-time, Grade S07, Northmont Branch Library, from Information Services Assistant, full-time, Grade 08, Miami Township Branch Library, effective May 23, 2021 at the rate of $26.2032 per hour.

It is recommended that the following Promotion, Change in Location, Change in Hours be accepted:

William Stolz, Assistant Branch Library Manager, full-time, Grade S07, Southeast Branch Library, from Information Services Librarian, substitute, Grade Sub11, Information Services, Main Library, effective May 9, 2021 at the rate of $26.6995 per hour.

It is recommended that the following Resignation be accepted:

Tiffany Derosier, Information Services Assistant, substitute, Grade Sub08, Main Youth Services, Main Library, effective December 17, 2020.

Carla Sullenberger, Patron Services Assistant, full-time, Grade 05, Huber Heights Branch Library, effective May 8, 2021.

Alexis Hockaday, Teen Services Librarian, full-time, Grade 11, Northmont Branch Library, effective June 5, 2021.

Eric Hockaday, Information Services Assistant, substitute, Grade Sub08, Main Youth Services, Main Library, effective June 5, 2021.

Sarah Whalen, Acquisitions Manager, full-time, Collection Development, Operations Center, effective June 3, 2021.

Miriam Wilkins, Patron Services Assistant, 4/5-time, Grade 05, Wilmington-Stroop Branch Library, effective May 21, 2021.
It is recommended that the following Retirement be accepted:

Margery Bova, Patron Services Assistant, full-time, Grade 05, Miamisburg Branch Library, effective July 30, 2021, after more than 25 years of service.

Gwen Owen, External Relations Content Writer, full-time, Grade 08, External Relations, Operations Center, effective June 30, 2021, after 33 years of service.