DAYTON METRO LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES

Wednesday, May 19, 2021, 4:00 p.m.

This meeting occurred via WebEx video conferencing due to the COVID-19 outbreak.

PRESENT: Barbara Hayde, Ronald Jackson, Elaine Johnson
Carl Kennebrew, Margot Merz, Nolan Thomas

PRESIDING: Elaine Johnson, President

EXECUTIVE DIRECTOR: Tim Kambitsch

FISCAL OFFICER: Dave Hess

CALL TO ORDER

The President called the meeting to order at 4:00 p.m.

DECLARATION OF CONFLICTS OF INTEREST

Trustees were asked if they had identified any item on the agenda where there was an actual or potential perceived conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

On a motion by Ms. Merz, seconded by Ms. Hayde, the agenda was approved by the Board.

Ayes: All
Nays: None

APPROVAL OF MINUTES

On a motion by Ms. Merz, seconded by Mr. Jackson, the minutes of the Board meeting of April 21, 2021 were approved by the Board.

Ayes: All
Nays: None
CONSENT AGENDA

On a motion by Ms. Merz, seconded by Mr. Jackson, the following items from the Consent Agenda were approved by the Board:

WORKSHOP HOURS

The Board authorized 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.

PERSONNEL ACTIONS

The following personnel actions were approved by the Board:

APPOINTMENT

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.

CHANGE IN GRADE

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.
CHANGE IN LOCATION, CHANGE IN POSITION

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.

LEAVE WITHOUT PAY

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.

PROMOTION

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.

PROMOTION, CHANGE IN LOCATION

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.

PROMOTION, CHANGE IN LOCATION, CHANGE IN HOURS

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.
RESIGNATION

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.

RETIREMENT

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.

TUITION REIMBURSEMENT AGREEMENT

The Board approved 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.

TUITION REIMBURSEMENT

The Board approved 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.
The 2021 ALA Annual Conference will be held virtually, from June 23 until June 29, 2021. The Board authorized 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.

The Board further authorized, 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.

Ayes: All
Nays: None

COMMENTS FROM THE GENERAL PUBLIC

There were no comments from the general public.

MONTHLY FINANCIAL REPORT

The Monthly Financial Reports for April 2021 were included in the Board folder. Dave Hess, Fiscal Officer, gave a review of the Financials.

The following investments were approved:

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<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>
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<td>$1,150,090</td>
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<td>5/5/2021</td>
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<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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</tbody>
</table>

Total: $2,315,434 $1,769,360 $546,074

On a motion by Ms. Hayde, seconded by Ms. Merz, the April 2021 Financial Report was approved by the Board.

Ayes: All
Nays: None

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

On a motion by Ms. Merz, seconded by Ms. Hayde, that the Board approved 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

Ayes: All
Nays: None

LIBRARIES FOR A SMARTER FUTURE UPDATE

Facilities Construction Consultant, Gerry Mitchell, gave the Trustees an update on the facilities projects. West is about 48% complete, slight delay on completion due to weather. The structure is up windows are going in and work is happening on the inside. Burkhardt is about 8% complete. There have been revisions to the site plan in regards to a retaining wall. Northmont’s bid award is scheduled for July. Huber Heights schematic design documents are currently under review. Miami Township’s reroofing will begin in June.

EXECUTIVE DIRECTOR’S REPORT

The Executive Director updated the Trustees on his onboarding. So far more than 300 introduction letters have gone out to community leaders and he has visited all but 2 branches as of the Board meeting. He has also started meetings with stakeholders in the community.

The Executive Director also gave Trustees a brief update on the pandemic response. There was some confusion regarding the lifting of the masking mandate for fully vaccinated people. The Library now is following the CDC guidelines and no longer mandating masking for library patrons.

RESOLUTION CONDEMNING ANTI-ASIAN AND ASIAN AMERICAN HARASSMENT AND VIOLENCE

On a motion by Mr. Kennebrew, seconded by Ms. Merz, the Board passed the following resolution:

WHEREAS, the first documented Asians arrived in the US in 1587, when Filipinos landed in California; and

WHEREAS, Asian American-Pacific Islander encompasses citizens whose heritage is from East and Southeast Asian countries, and the Pacific islands of Melanesia (New Guinea, New Caledonia, Vanuatu, Fiji, and the Solomon Islands), Micronesia (Marianas, Guam, Wake Island, Palau, Marshall Islands, Kiribati, Nauru, and the Federated States of Micronesia) and Polynesia.
WHEREAS, hate speech and violent attacks against the Asian American-Pacific Islander (AAPI) community have increased tremendously since the COVID-19 pandemic began; and

WHEREAS, The Center for the Study of Hate and Extremism found that hate crimes against Asians and Asian Americans reported to the police have increased by one hundred sixty-four percent (164%) from 2020 to 2021; and

WHEREAS, thousands of incidents are not reported due to intimidation, language barriers, or the alleged perpetrators not being charged under current hate crime laws; and

WHEREAS, racism acts on systemic, institutional and interpersonal levels, all of which operate throughout time and across generations; and

WHEREAS, racism against the AAPI community started with the “Yellow Peril” ideology, causing Asians to be branded as perpetual foreigners, and a series of laws passed starting with the Page Act of 1875, followed by the Chinese Exclusion Act of 1882, the Immigration Act of 1917, and the Cable Act of 1922; and

WHEREAS, the National Origins Quota of 1924 prevented Asian immigration to the US and many Asians, mostly Chinese immigrants, were murdered, lynched, mutilated and massacred in large-scale events; and

WHEREAS, During World War II, Japanese immigrants and Japanese Americans were incarcerated and their homes and property stolen, and in 1982, Vincent Chin was brutally murdered because four white men thought he was Japanese, and today, Asian and Asian Americans are subjected to the “model minority” myth in an effort to minimize and delegitimize the racist attacks against the community; and

WHEREAS, May is Asian American-Pacific Islander Heritage Month—a celebration of Asians and Pacific Islanders in the United States passed by Federal Regulation under President Jimmy Carter and expanded under President George W. Bush; and

WHEREAS, public libraries should be safe places in the community, designed to promote the development of knowledge, improve the community’s quality of life, promote engagement and relationship-building, and build equity in our communities; and

WHEREAS, Dayton Metro Library adopted a strategic plan in 2020 in which building equity in our community is one of the five main pillars; NOW

THHEREFORE BE IT RESOLVED, the Board of Trustees of the Dayton Metro Library prioritizes diversity, inclusion, and equity, and therefore must confront the issue of racism in all of its forms, and

BE IT FURTHER RESOLVED, the Dayton Metro Library stands with its Asian American and Pacific Islander staff and patrons and condemns the intentional harassment, violence, hate, and discrimination against this community; and
**BE IT FURTHER RESOLVED,** Dayton Metro Library supports equitable policies, and commits to inform our public discourse on racism through our Collections, resources and programs.

Ayes: All  
Nays: None

**NEW BUSINESS**

President Johnson recognized Barbara Hayde’s years of service to the library by proposing the following resolution:

*WHEREAS,* Barbara Hayde has served with distinction on the Board of Library Trustees of the Dayton Metro Library from February 28, 2006, through May 31, 2021; and

*WHEREAS,* she demonstrated her leadership by serving as Vice President of the Board from January 2014 through December 2016, and as President of the Board from January 2008 through December 2010 and then again from January 2017 through December 2019; and

*WHEREAS,* she freely and unselfishly gave of her time, talents, expertise, and efforts to promote, champion, and improve the library; and

*WHEREAS,* she defended the intellectual freedom of all citizens and helped ensure literary and media collections representing diverse viewpoints; and

*WHEREAS,* she offered her time and efforts to articulate the need for strong community support and substantially contributed to the successful passage of the 2009 operating levy; and

*WHEREAS,* she invested tireless efforts to advocate for the audacious Libraries for a Stronger Future bond issue campaign that was overwhelmingly passed by voters in November 2012; and

*WHEREAS,* she expressed her creativity and vision giving birth to the ReImagining Works art program that has adorned Dayton Metro Library buildings with world class art; and

*WHEREAS,* she used her role as a leader in the entrepreneurial community to support key library initiatives that have been critical in starting and growing new businesses in our region; and

*WHEREAS,* her knowledge of private, public, and non-profit financing was of great value to the Board and administration during her entire fifteen years as a Trustee; and

*WHEREAS,* her clear vision of quality library service helped guide the Board in establishing four successive strategic plans and in accomplishing its many goals and outcomes during her tenure; and

*WHEREAS,* she has personally given significant and substantial financial support to the Dayton Metro Library through its Foundation, including as a founding member of the 1888 Society; and

*WHEREAS,* her dedication to the community has been further illustrated by her distinguished service to a long list of local organizations, including The Entrepreneurs Center,
YWCA, Dayton Children’s, Goodwill Services for the Blind, Dayton Area Chamber of Commerce, Dayton History, Dayton Philharmonic Show House, and Montgomery County; and

WHEREAS, her dedicated service and commitment to excellence insured quality library service to ALL residents of Montgomery County; NOW

THEREFORE BE IT RESOLVED, that on the NINETEENTH DAY OF MAY, TWO THOUSAND TWENTY-ONE, the Members of the Board of Trustees of the Dayton Metro Library formally and gratefully recognize the significant civic and personal contributions that BARBARA HAYDE has made to the Library, its Staff, and to the residents of Montgomery County during her distinguished service as a Library Trustee and volunteer to the community.

On a motion by Ms. Merz, seconded by Mr. Kennebrew, the Board adopted the resolution.

Ayes: All
Nays: None

Mr. Jackson left the meeting at 4:36 p.m.

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. in the Main Library’s Community Room.

EXECUTIVE SESSION

It was 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 a public employee and the collective bargaining agreement, respectively.

Ms. Merz made a motion for the Board to enter into Executive Session, Ms. Hayde seconded.

A roll call vote was taken as follows:

Ms. Hayde, Aye
Ms. Johnson, Aye
Mr. Kennebrew, Aye
Ms. Merz, Aye
Mr. Thomas, Aye

Ayes: All
Nays: None
The Board entered Executive Session at 4:48 p.m. and returned to open session at 5:47 p.m. The President reported that no resolution, rule or formal action was taken by the Board while in 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.

On a motion by Ms. Merz, seconded by Mr. Kennebrew, the Board approved the Executive Director’s goals for the remainder of 2021.

Ayes: All
Nays: None

On a motion by Ms. Merz, seconded by Ms. Hayde, the Board authorized the Executive Director to hire an executive coach to help with leadership transition.

Ayes: All
Nays: None

ADJOURNMENT

On a motion by Mr. Kennebrew, seconded by Ms. Merz, the Board adjourned at 5:50 p.m.

Ayes: All
Nays: None