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 15, 2020 meeting of the Board.

   The May 11, 2020 Facilities meeting of the Board was canceled.

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. PERSONNEL ACTIONS**

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

   **B. 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:

   Miles Wagers, Integrated Library Systems Administrator, Information Technology Services, Operations Center, for the course “Research and Assessment in Library and Information Science”, Kent State University, 3.0 credit hours, at a cost of $2,211.00, the course “Selection and Acquisition of Library Materials”, Kent State University, 3.0 credit hours, at a cost of $2,211.00, and the course “Master’s Portfolio in Library and Information Science”, Kent State University, 1.0 credit hours, at a cost of $737.00 for a total of $5,159.00.
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 2020 is included in the Board packet.

7. COVID-19 UPDATE - INFORMATION

- Overview
- Online survey of library users
- Changes to collection budgets and usage of library collections
- Virtual summer activities
- Overview of curbside service

8. LIBRARIES FOR A SMARTER FUTURE PLANNING UPDATE - INFORMATION

- Project budget update
- Facilities progress and upcoming milestones
9.  **SALE OF FORMER BELMONT BRANCH LIBRARY - ACTION**

The Fiscal Officer signed a valid purchase agreement obligating the Dayton Metro Library to sell the property and building located at 1041 Watervliet Ave, Dayton, OH, formerly the Belmont Branch Library, to Sean and Kristi McCartney for the price of $185,000.00.

The Executive Director recommends the Board authorize Fiscal Officer David Hess to execute all necessary documents to sell and convey the property and building located at 1041 Watervliet Ave, Dayton, OH, formerly the Belmont Branch Library, to Sean and Kristi McCartney for the price of $185,000.00 and further authorizes the Fiscal Officer to perform any and all acts necessary and incidental to consummate this transaction.

10. **NEW BUSINESS**

    - Board Vacancy

11. **DAYTON METRO LIBRARY BOARD OF TRUSTEES MEETING**

    The next Facilities Meeting will be held Monday, June 8, 2020 at 4:00 p.m. in the Board Room at the Main Library (or via WebEx).

    The next regular meeting of the Dayton Metro Library Board of Trustees will be Wednesday, June 17, 2020 at 4:00 p.m. in the Board Room at the Main Library (or via WebEx).

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

A. PERSONNEL ACTIONS

It is recommended that the following Resignation be accepted:

Janet Russell, Patron Services Assistant, substitute, Grade Sub05, West Carrollton Branch Library, effective April 30, 2020.

Suzanne Sandridge, Branch Library Manager, full-time, Grade S09, Vandalia Branch Library, effective May 9, 2020.

It is recommended that the following Retirement be accepted:

Linda Gough, Senior Patron Services Assistant, full-time, Grade 06, Northmont Branch Library, effective May 31, 2020, after more than 25 years of service.