

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, February 10, 2020, 4:00 p.m.

PRESENT: Barbara Hayde, Jeanne Holihan, Elaine Johnson
Carl Kennebrew, Margot Merz

PRESIDING: Elaine Johnson, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:02 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 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

PROJECT & BUDGET UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. West is ahead of last month's schedule and moving along nicely. Trotwood is 94% complete and the Grand Opening is scheduled for Friday, March 13, 2020 from 3:00 p.m. to 6:00 p.m. Burkhardt has started concept development and has a community forum scheduled for Tuesday, March 3, 2020 at 7:00 p.m. at the Community United Methodist Church.

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)(2) to discuss property acquisition.

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

A roll call vote was taken as follows:

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

Ayes: All
Nays: None

The Board entered Executive Session at 4:17 p.m. and returned to open session at 4:49 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)(2) of the Ohio Revised Code.

ADJOURNMENT

On a motion by Mr. Kennebrew, seconded by Ms. Merz, the Board adjourned at 4:50 p.m.

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, March 9, 2020, 4:00 p.m.

PRESENT: Barbara Hayde, Jeanne Holihan, Elaine Johnson
Elaine Johnson, Carl Kennebrew

PRESIDING: Elaine Johnson, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:03 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

NORTHMONT PURCHASE AGREEMENT

Through a third party, the Executive Director has negotiated a contract to purchase approximately 6 acres of parcel M57 00319 0001 located at 3348 National Rd, Englewood, OH for the new Northmont Branch Library. The Library has agreed to purchase the land from R &B Family Farms LLC for the amount of \$55,000 per acre. Additionally, the agreement permits seller access to the property at the seller's risk to continue cultivation and harvesting the land in 2020. At any time after closing, the Board may choose to take full possession of the land with the seller being compensated \$600 per acre for the loss of crop income. Additionally, the Board agrees to pay up to \$1200 in CAUV recoupment costs.

On a motion by Ms. Hayde, seconded by Mr. Kennebrew, the Board authorize Fiscal Officer David Hess to execute all necessary documents to purchase the properties and building located at 3348 National Rd, Englewood, OH, currently owned by R &B Family Farms LLC for the price of \$55,000 per acre with total costs not to exceed \$338,400.00 plus any prorated fees and normal closing costs associated with the purchase of land, and further authorizes the Fiscal Officer to perform any and all acts necessary and incidental to consummate this transaction contingent upon completion of appropriate due diligence investigations of the property, and legal review of the title by legal counsel.

Ayes: All
Nays: None

SALE OF FORMER TROTWOOD BRANCH LIBRARY

On March 1, 2020, the Fiscal Officer signed a valid purchase agreement obligating the Dayton Metro Library to sell the property and building located at 651 E. Main St, formerly the Trotwood Branch Library, to Robinson Janitorial for the price of \$170,000.00.

On a motion by Ms. Holihan, seconded by Mr. Kennebrew, the Board authorized Fiscal Officer David Hess to execute all necessary documents to sell and convey the property and building located at 651 E. Main St, formerly the Trotwood Branch Library, currently owned by the Library to Robinson Janitorial for the price of \$170,000.00 and further authorizes the Fiscal Officer to perform any and all acts necessary and incidental to consummate this transaction.

Ayes: All
Nays: None

PROJECT & BUDGET UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. Trotwood is working on punchlist items and is ready for the Grand Opening on Friday, March 13, 2020. West is reviewing DD drawings, and Burkhardt concepts are underway.

ADJOURNMENT

On a motion by Ms. Holihan, seconded by Ms. Hayde, the Board adjourned at 4:32 p.m.

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, June 8, 2020, 4:00 p.m.

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

PRESENT: Barbara Hayde, Elaine Johnson, Carl Kennebrew
Margot Merz, Nolan Thomas, Arlinda Vaughn

PRESIDING: Elaine Johnson, President

EXECUTIVE DIRECTOR: Tim Kambitsch

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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

PROJECT & BUDGET UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. West will hopefully be out to bid in August. Right now, the Library is working with the City of Dayton to try to work through some of the infrastructure parts of the site.

Matt Franklin and Robb Brown from Levin Porter shared designs and branch renderings for the new Burkhardt Branch Library.

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)(2) to discuss sale of property.

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

A roll call vote was taken as follows:

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

Ayes: All
Nays: None

The Board entered Executive Session at 4:48 p.m. and returned to open session at 5:29 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)(2) of the Ohio Revised Code.

ADJOURNMENT

On a motion by Ms. Merz, seconded by Ms. Hayde, the Board adjourned at 5:30 p.m.

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, July 6, 2020, 4:00 p.m.

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

PRESENT: Barbara Hayde, Elaine Johnson, Carl Kennebrew
Margot Merz, Nolan Thomas, Arlinda Vaughn

PRESIDING: Elaine Johnson, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:03 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 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

PROJECT & BUDGET UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. The Library has been in discussions with the City of Dayton to resolve a water pressure issues with the site of the new West Branch.

ADJOURNMENT

On a motion by Ms. Hayde, seconded by Ms. Vaughn, the Board adjourned at 4:32 p.m.

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Tuesday, September 8, 2020, 4:00 p.m.

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

PRESENT: Barbara Hayde, Elaine Johnson, Carl Kennebrew
Margot Merz, Nolan Thomas, Arlinda Vaughn

PRESIDING: Elaine Johnson, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:02 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

PROJECT & BUDGET UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board a brief update on the current building schedule for completion of projects.

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)(2) to discuss an employment of a public employee and property acquisition.

On a motion by Ms. Merz, seconded by Ms. Hayde, the Board entered into Executive Session.

A roll call vote was taken as follows:

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

Ayes: All
Nays: None

The Board entered Executive Session at 4:08 p.m. and returned to open session at 5:29 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) of the Ohio Revised Code.

ADJOURNMENT

There being not further business the Board adjourned at 5:30 p.m.

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, November 9, 2020, 4:00 p.m.

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

PRESENT: Elaine Johnson, Carl Kennebrew
Margot Merz, Nolan Thomas

PRESIDING: Elaine Johnson, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:05 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

SALE OF FORMER DAYTON VIEW BRANCH LIBRARY

At the September Board meeting, Trustees approved a resolution to sell the former Dayton View Branch Library and authorized the Fiscal Officer Dave Hess to executed all necessary documents to sell and convey the property and building. Due to the Fiscal Officer's unavailability to attend closing it is suggested that the Board approve the follow recommendation:

On September 16, 2020, the Board approved the sale of the former Dayton View Branch Library. On a motion by Ms. Merz, seconded by Mr. Thomas, the Board authorized Executive Director Tim Kambitsch to execute all necessary documents to sell and convey the property and building located at 1515 Salem Ave., formerly the Dayton View Branch Library, as approved at the September Board meeting and further authorized the Executive Director to perform any and all acts necessary and incidental to consummate this transaction.

Ayes: All
Nays: None

APPROVAL OF BIPOLAR IONIZATION BID

In response to the COVID-19 pandemic Dayton Metro Library began investigating best practices for safety of facilities. Among the recommendations for improving the indoor air is the purchase of bi-polar ionization system for attachment to existing HVAC systems.

This technology is not new and has been used to provide improved air quality similar to outside air, but it also actively kills viruses. It works by placing charged ions into the airstream, causing particles of dust, pollen, viruses, and other pathogens to collect into clumps that are more readily captured by everyday air filters. As a bonus the process actually disrupts pathogens by breaking down their protein surfaces and effectively inactivating them. The ions even travel throughout the air stream into unseen spaces.

Dayton Metro Library invited bids from companies with experience and capacity to install bi-polar ionization technology for all locations – including vintage branches (Outreach Services, Westwood, Madden Hills, Burkhardt, Northmont and Huber Heights). Funding for this system is coming from the CARES Act.

On Friday, October 30th the following bids were received for the Global Plasma Solutions IMod Modular Ionization Air Purification Devices:

Waibel	\$	114,218.00	
Trame	\$	123,880.00	
Sure Mechanical	\$	108,972.00	
Enervise	\$	90,862.50	Withdrew
Debra-Kuempel	\$	102,528.00	
Triton	\$	99,829.00	
CHW Mechanical	\$	122,835.00	
Applied Mechanical	\$	99,247.00	
Energy Optimizers	\$	121,400.00	
Engineering Excellence	\$	573,350.75	
Comfort Systems	\$	116,208.00	

Bidders were permitted to submit alternative equipment as substitutions for the specified systems for facilities the library intends to vacate upon construction of new branches.

The initial low bidder withdrew their bid later that afternoon. Alternative systems using residential-quality substitute (I-Wave) systems were submitted by Triton lowering their bid cost to \$98,951. Energy Optimizers also submitted a quote for the I-Wave system with no change in cost.

Cost savings from alternative substitutions were not found to be sufficient to justify the purchase of systems that would not be relocated to new library buildings upon construction.

The RFP established three weighted criteria for selection of the preferred system: 75% cost, 30% experience/personnel/references and 5% for local business. Facilities Manager Angela Peterson conducted the evaluation of the proposals and evaluated the references/experience of the firms. Facilities Construction Consultant Gerry Mitchell provided additional analysis of the bids.

Staff recommend the second low bidder, Applied Mechanical as the firm proposed the preferred equipment, is based in Trotwood, and the firm was supported with high quality references.

On a motion by Ms. Merz, seconded by Mr. Thomas, the Board approved the award of the Bi-Polar Ionization System project to Applied Mechanical of Trotwood in the amount of \$99,247.

Ayes: All
Nays: None

PROJECT & BUDGET UPDATE

The Executive Director gave the Board an update on the current building schedule for completion of projects. The West Branch purchase needed to be presented to the Dayton City Commission in a two-reading process before approval. The Library is awaiting approval before moving forward with closing. Nothmont has been approved for rezoning by the City of Englewood and it is possible the project will be bid in April/May of 2021. Burkhardt is moving forward with construction documents.

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)(2) to discuss property acquisition.

On a motion by Ms. Merz, seconded by Mr. Kennebrew, the Board entered into Executive Session.

A roll call vote was taken as follows:

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

Ayes: All
Nays: None

The Board entered Executive Session at 4:17 p.m. and returned to open session at 5:05 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)(2) of the Ohio Revised Code.

ADJOURNMENT

On a motion by Ms. Merz, seconded by Ms. Kennebrew, the Board adjourned at 5:06 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, December 7, 2020, 4:00 p.m.

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

PRESENT: Barbara Hayde, Jeanne Holihan, Elaine Johnson,
Margot Merz, Nolan Thomas, Arlinda Vaughn

PRESIDING: Elaine Johnson, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:03 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

HUBER HEIGHTS PURCHASE/SALES AGREEMENT - ACTION

The Executive Director negotiated a contract to purchase approximately 4 acres of real property located along the Brant Pike Corridor in the City of Huber Heights for the new Huber Heights Branch Library. The City of Huber Heights has recently acquired PARID: P70 03912 0102 and P70 03912 0106 (collectively "Marion Shopping Center") and PARID: P70 03912 0130 ("MVH Property") for a new development (collectively "Southpoint Crossing"). Within the new development, the City of Huber Heights shall create the new library parcel of approximately four acres to be situated at the southwest corner of Good Samaritan Way and Brandt Pike. The Library will purchase the new parcel from the City of Huber Heights for the amount of \$1,000,000.

On a motion by Ms. Merz, seconded by Ms. Holihan, the Board approved the purchase contingent upon completion of appropriate due diligence investigations of the property, and legal review of the title by legal counsel. The Board further authorized Fiscal Officer David Hess to execute all necessary documents to purchase the property located along the Brant Pike Corridor in the City of Huber Heights, and to perform any and all acts necessary and incidental to consummate this transaction.

Ayes: All
Nays: None

PROJECT & BUDGET UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. The West Branch is about 8% complete. Burkhardt bid documents are going out later in the week with the bid date in January and possible approval at the January Board meeting. Northmont is awaiting zoning approval.

ADJOURNMENT

On a motion by Ms. Holihan, seconded by Ms. Merz, the Board adjourned at 5:01 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, January 14, 2019, 4:00 p.m.

PRESENT: Glenn Bower, Barbara Hayde, Jeanne Holihan
Margot Merz, Arlinda Vaughn

PRESIDING: Barbara Hayde, President

EXECUTIVE DIRECTOR: Tim Kambitsch

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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

PROJECT UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. Wilmington-Stroop and Southeast both buttoned-up. The Trotwood Branch designs are complete and a recommendation should be coming to the Board at the February facilities meeting. An agreement with the City of Miamisburg for the old branch building is still being worked out but a hiccup with the parking lot easement is holding up the process.

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)(2) to discuss property acquisition.

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

A roll call vote was taken as follows:

Mr. Bower, Aye
Ms. Hayde, Aye
Ms. Holihan, Aye
Ms. Merz, Aye
Ms. Vaughn, Aye

Ayes: All
Nays: None

The Board entered Executive Session at 4:54 p.m. and returned to open session at 5:30 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)(2) of the Ohio Revised Code.

ADJOURNMENT

There being no further business to discuss, the Board adjourned at 5:30 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, February 11, 2019, 4:00 p.m.

PRESENT: Glenn Bower, Barbara Hayde, Jeanne Holihan,
Carl Kennebrew, Margot Merz

PRESIDING: Barbara Hayde, President

EXECUTIVE DIRECTOR: Tim Kambitsch

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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

TROTWOOD BRANCH SINGLE PRIME GENERAL CONTRACTOR PACKAGE

Shook Construction, acting as Construction Manager/Advisor on behalf of the Dayton Metro Library, issued an invitation to bid on the single prime general contractor package for the Trotwood Branch. Five (5) bids were received by the bid due date January 31, 2019.

<u>Bidder</u>	<u>Amount</u>
Staffco Construction Fairborn, OH	\$4,677,000
R.W. Setterlin Building Company Columbus, OH	\$4,880,000
Brumbaugh Construction Arcanum, OH	\$5,183,000
RL Fender Construction Co. Dayton, OH	\$4,925,353
Bilbrey Construction Inc. Dayton, OH	\$4,670,150 (Incomplete Bid Documentation)

These bids were presented to the Board and on a motion by Mr. Kennebrew, seconded by Ms. Merz, the Board awarded Staffco Construction Inc. the single prime general contractor contract for the Wilmington-Stroop Branch for an amount not to exceed \$4,677,000.

Ayes: All
Nays: None

PROJECT UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. Wilmington-Stroop and Southeast are scheduled to be completed this summer. The letter of intent with the City of Dayton regarding the purchase of property for the West branch is currently under legal review.

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)(2) to discuss property acquisition.

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

A roll call vote was taken as follows:

Mr. Bower, Aye
Ms. Hayde, Aye
Ms. Holihan, Aye
Mr. Kennebrew, Aye
Ms. Merz, Aye

Ayes: All
Nays: None

The Board entered Executive Session at 4:44 p.m. and returned to open session at 5:08 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)(2) of the Ohio Revised Code.

ADJOURNMENT

On a motion by Ms. Holihan, seconded by Mr. Kennebrew, the Board adjourned at 5:08 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, March 11, 2019, 4:00 p.m.

PRESENT: Glenn Bower, Barbara Hayde, Elaine Johnson,
Margot Merz, Arlinda Vaughn

PRESIDING: Barbara Hayde, President

EXECUTIVE DIRECTOR: Tim Kambitsch

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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

DONATION AGREEMENT FOR THE FORMER MIAMISBURG BRANCH BUILDING

In July of 2015, Trustees approved the purchase of land from the Miamisburg City School District for a new Miamisburg Branch Library at 545 East Linden Avenue. As part of that agreement there was a permanent parking easement given to the Library for the parking lot constructed by the School District at 122 S. Sixth St. on site of the former Wantz Middle School. The agreement committed the Library to share responsibility for routine maintenance, cleaning, and snow removal of the parking lot.

When the new Miamisburg Branch Library opened in 2017, the Library vacated the old branch at 35 South Fifth Street and the City expressed an interest in the building. The vacated building was constructed on land donated to the Library by the City prior to construction of the branch in the 1970s.

In exchange for the vacant building, the City has agreed to assume the Library's routine maintenance and snow removal responsibilities for the of the aforementioned parking lot as well as maintenance for the landscaping and other general maintenance of the exterior grounds of the new library building.

On a motion by Ms. Johnson, seconded by Ms. Merz, the Board approved the donation of the old Miamisburg library building to the City of Miamisburg as outlined in the agreement. It is further

approved the authorization of Fiscal Officer David Hess to execute all necessary documents to complete the exchange.

PROJECT UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. Wilmington-Stroop and Southeast are on schedule to be completed this summer. Site work has begun at for the new Trotwood branch. The letter of intent with the City of Dayton has been sign for the purchase of property for the West branch. There will be a community forum on April 4th with the West community to discuss the new branch.

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)(2) to discuss property acquisition.

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

A roll call vote was taken as follows:

Mr. Bower, Aye
Ms. Hayde, Aye
Ms. Johnson, Aye
Ms. Merz, Aye
Ms. Vaughn, Aye

Ayes: All
Nays: None

The Board entered Executive Session at 4:27 p.m. and returned to open session at 5:04 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)(2) of the Ohio Revised Code.

ADJOURNMENT

On a motion by Ms. Merz, seconded by Ms. Vaughn, the Board adjourned at 5:08 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, May 6, 2019, 4:00 p.m.

PRESENT: Glenn Bower, Barbara Hayde, Jeanne Holihan,
Elaine Johnson, Margot Merz

PRESIDING: Barbara Hayde, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:02 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

On a motion by Ms. Johnson, seconded by Ms. Holihan, the agenda was approved by the Board.

Ayes: All
Nays: None

APPROVAL LETTER OF INTENT

On a motion by Ms. Merz, seconded by Ms. Holihan, the Board approved the execution of a letter of intent with the Northmont City School District to purchase approximately 4 acres of property along Route 40 in Englewood for the new Northmont Branch Library.

Ayes: All
Nays: None

PROJECT UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. Wilmington-Stroop has developed a hiccup in paving the entranceway, as it was discovered that there was inferior soil underneath the old pavement which could cause a problem due to the high-pressure gas line underneath. Remediation is being done and a plan has been developed to fix the problem. As of now, the Branch is still scheduled to open on June 1, 2019. The slab for the Trotwood Branch has been poured and construction is about 15% complete.

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)(2) to discuss property acquisition.

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

A roll call vote was taken as follows:

Mr. Bower, Aye
Ms. Hayde, Aye
Ms. Holihan, Aye
Ms. Johnson, Aye
Ms. Merz, Aye

Ayes: All
Nays: None

The Board entered Executive Session at 4:37 p.m. and returned to open session at 5:30 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)(2) of the Ohio Revised Code.

ADJOURNMENT

There being no further business to discuss, the Board adjourned at 5:30 p.m.

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, October 7, 2019, 4:00 p.m.

PRESENT: Glenn Bower, Barbara Hayde, Jeanne Holihan, Elaine Johnson
Carl Kennebrew, Margot Merz, Arlinda Vaughn

PRESIDING: Barbara Hayde, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:02 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

PROJECT & BUDGET UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. Trotwood is 50% complete and the project is progressing nicely. The West Branch's schematic design phase has been pushed back 30 days due and the budget will need to be resubmitted.

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)(2) to discuss property acquisition.

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

A roll call vote was taken as follows:

Mr. Bower, Aye

Ms. Hayde, Aye
Ms. Holihan, Aye
Mr. Kennebrew, Aye
Ms. Johnson, Aye
Ms. Merz, Aye
Ms. Vaughn, Aye

Ayes: All
Nays: None

The Board entered Executive Session at 4:49 p.m. and returned to open session at 5:14 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)(2) of the Ohio Revised Code.

ADJOURNMENT

There being no further business to discuss, the Board adjourned at 5:14 p.m.

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, November 11, 2019, 4:00 p.m.

PRESENT: Glenn Bower, Barbara Hayde, Jeanne Holihan,
Elaine Johnson, Margot Merz,

PRESIDING: Barbara Hayde, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:03 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

PROJECT & BUDGET UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. Trotwood is 60% complete and has a projected opening in March 2020. Jayne Klose, Community Relations Manager, shared photos of the Nature Play area for the Trotwood branch. The West Branch's schematic design phase has been pushed back due to the budget and will need to be resubmitted.

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)(2) to discuss property acquisition.

Ms. Johnson made a motion for the Board to enter into Executive Session, Ms. Holihan seconded.

A roll call vote was taken as follows:

Mr. Bower, Aye
Ms. Hayde, Aye
Ms. Holihan, Aye
Ms. Johnson, Aye
Ms. Merz, Aye

Ayes: All
Nays: None

The Board entered Executive Session at 4:25 p.m. and returned to open session at 4:48 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)(2) of the Ohio Revised Code.

ADJOURNMENT

There being no further business to discuss, the Board adjourned at 4:48 p.m.

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, December 9, 2019, 4:00 p.m.

PRESENT: Barbara Hayde, Jeanne Holihan, Margot Merz

PRESIDING: Barbara Hayde, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:01 p.m. Since there was no quorum present, all action items from the agenda were deferred to the regular Board meeting on December 18, 2019.

DECLARATION OF CONFLICTS OF INTEREST

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

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

PROJECT & BUDGET UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects.

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)(2) to discuss property acquisition.

Ms. Johnson made a motion for the Board to enter into Executive Session, Ms. Holihan seconded.

A roll call vote was taken as follows:

Ms. Hayde, Aye
Ms. Holihan, Aye
Ms. Merz, Aye

Ayes: All
Nays: None

The Board entered Executive Session at 4:30 p.m. and returned to open session at 4:40 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)(2) of the Ohio Revised Code.

ADJOURNMENT

There being no further business to discuss, the Board adjourned at 4:40 p.m.

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Tuesday, January 16, 2018, 4:00 p.m.

PRESENT: Barbara Hayde, Elaine Johnson, Carl Kennebrew
Margot Merz, Arlinda Vaughn

PRESIDING: Barbara Hayde, President

EXECUTIVE DIRECTOR: Tim Kambitsch

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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

On a motion by Ms. Johnson, seconded by Mr. Kennebrew, the agenda was approved by the Board.

Ayes: All
Nays: None

VANDALIA MARKER APPROVAL

The Vandalia Historical Society submitted a request to the Board to fund a marker to place on the site of the old Vandalia-Butler School Board Building site recognizing the former cemetery that had been moved in 1929.

On a motion by Ms. Johnson, seconded by Ms. Merz, the Board approved funding for the marker in an amount not to exceed \$1,500.

Ayes: All
Nays: None

WILMINGTON-STROOP BRANCH SINGLE PRIME GENERAL CONTRACTOR PACKAGE

Shook Construction, acting as Construction Manager/Advisor on behalf of the Dayton Metro Library, issued an invitation to bid on the single prime general contractor package for the Wilmington-Stroop Branch. Five (5) bids were received by the bid due date January 10, 2018.

<u>Bidder</u>	<u>Amount</u>
R.W. Setterlin Building Company Columbus, OH	\$5,684,000
Empire Building Company Cincinnati, OH	\$5,494,000
Brumbaugh Construction Arcanum, OH	\$5,588,000
Leo B. Schroeder Inc. Dayton, OH	\$7,370,000
Staffco Construction Fairborn, OH	\$5,427,000

These bids were presented to the Board and on a motion by Ms. Johnson, seconded by Ms. Merz, the Board awarded Staffco Construction Inc. the single prime general contractor contract for the Wilmington-Stroop Branch for an amount not to exceed \$5,427,000.

Ayes: All
Nays: None

WILMINGTON-STROOP BRANCH DEMOLITION PACKAGE

Shook Construction, acting as Construction Manager/Advisor on behalf of the Dayton Metro Library, issued an invitation to bid on the demolition package for the Wilmington-Stroop Branch. Four (4) bids were received.

<u>Bidder</u>	<u>Amount</u>
Charles Jergens Construction Dayton, OH	\$104,410
Tallview Palladium Dayton, OH	\$88,244
Diamond Concrete Bellbrook, OH	\$103,500
Safeco Services Cleveland, OH	\$425,000

These bids were presented to the Board and on a motion by Mr. Kennebrew, seconded by Ms. Merz, the Board awarded Tallview Palladium the demolition contract for the Wilmington-Stroop Branch for an amount not to exceed \$88,244.

Ayes: All
Nays: None

OLD MIAMISBURG BRANCH BUILDING

The Executive Director drafted a response to Mayor Church regarding the disposition of the former branch library on S. Fifth Street, and shared it with the Board before sending. Once DML and the City of Miamisburg come to an agreement, the Executive Director will bring it before the Board for approval.

PROJECT UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. Both West Carrollton and Southeast are progressing, however the weather is causing minor delays in Southeast's foundation work.

ADJOURNMENT

On a motion by Ms. Johnson, seconded by Ms. Merz, the Board adjourned at 4:45 p.m.

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, March 12, 2018, 4:00 p.m.

PRESENT: Glenn Bower, Barbara Hayde, Jeanne Holihan,
Elaine Johnson, Margot Merz, Arlinda Vaughn

PRESIDING: Barbara Hayde, President

EXECUTIVE DIRECTOR: Tim Kambitsch

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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

On a motion by Ms. Johnson, seconded by Mr. Bower, the agenda was approved by the Board.

Ayes: All
Nays: None

SEGMENT III AND IV INTERIOR AND EXTERION SIGNAGE PACKAGE

Shook Construction, acting as Construction Manager/Advisor on behalf of the Dayton Metro Library, issued an invitation to bid on the Segment III and IV Interior and Exterior Signage package. One (1) bid was received by the bid due date January 30, 2018.

<u>Bidder</u>	<u>Amount</u>
ASI Signs aka Kmgrafx Cincinnati, OH	\$146,278

These bids were presented to the Board and on a motion by Ms. Merz, seconded by Ms. Holihan, the Board awarded ASI Signs aka Kmgrafx the Segment III and IV Interior and Exterior Signage for an amount not to exceed \$146,278.

Ayes: All
Nays: None

BUDGET RECALIBRATION

Tom Marchesano and Gerry Mitchell presented the findings of the financial analysis costs recent projects and recommendations for reallocation of remaining funds to successfully complete current and remaining projects. A formal recommendation for reallocation of funds by segment will be proposed at the March Board meeting.

PROJECT UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. West Carrollton is progressing and about 50% complete. Wilmington-Stoop is waiting on the re-plat of the property in order to close with the Wynds Apartments. Trotwood is in the middle of schematic design and the process should be finished by the end of the month.

ADJOURNMENT

On a motion by Ms. Johnson, seconded by Ms. Merz, the Board adjourned at 4:59 p.m.

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, April 9, 2018, 4:00 p.m.

PRESENT: Glenn Bower, Barbara Hayde (In at 4:19pm), Jeanne Holihan,
Elaine Johnson, Margot Merz,

PRESIDING: Barbara Hayde, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The Vice 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

TROTWOOD

Architect Mike Ruetschle presented schematic design renderings for the Trotwood Branch.

Ms. Hayde joined the meeting at 4:19 p.m.

PROJECT UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. West Carrollton is progressing and about 55% complete. Wilmington-Stoop is about 15% and the old building has been demolished. Southeast has been struggling with foundation issues causing a several month delay.

DONATION OF SURPLUS FURNISHINGS

At the September 2010 regular meeting, the Board of Trustees approved its Policy for the Disposal of Surplus Library Material and Equipment. The Board has regularly made donations of surplus books and equipment to the Friends of the Library and has donated lower value items to McMRF, the Montgomery County Materials Reuse Facility. Other surplus materials of lowest value have been recycled commercially.

While in the process of renovating and expanding the Main Library and other branches, a significant number of furniture items and equipment have been identified as no longer needed for library purposes and are recommended by Library staff to be declared surplus furnishings.

On a motion by Ms. Johnson, and seconded by Mr. Bower, the Board declared these furniture items and equipment as surplus and to donate these items to the Friends of the Dayton Metro Library consistent with Board policy.

Ayes: All
Nays: None

WEST CARROLLTON AWARD OF LOUNGE FURNITURE LINE ITEM CONTRACTS

Shook Construction acting as Construction Manager/Advisor on behalf of the Dayton Metro Library issued an invitation to bid on West Carrollton Branch Lounge Furniture Line Item Contracts. APG Office Furnishings bid on 8 out of the 10 line item packages for a combined total of \$79,081.57.

On a motion by Ms. Johnson, seconded by Ms. Merz, the Board approved APG Office Furnishings for the West Carrollton Branch Lounge Furniture Line Item Contracts for a total amount not to exceed \$79,081.57.

Ayes: All
Nays: None

SOUTHEAST AWARD OF LOUNGE FURNITURE LINE ITEM CONTRACTS

Shook Construction acting as Construction Manager/Advisor on behalf of the Dayton Metro Library issued an invitation to bid on Southeast Branch Lounge Furniture Line Item Contracts. APG Office Furnishings bid on 5 out of the 7 line item packages for a combined total of \$88,918.02.

On a motion by Mr. Bower, seconded by Ms. Merz, the Board approved APG Office Furnishings for the Southeast Branch Lounge Furniture Line Item Contracts for a total amount not to exceed \$88,918.02.

Ayes: All
Nays: None

WILMINGTON-STROOP AWARD OF LOUNGE FURNITURE LINE ITEM CONTRACTS

Shook Construction acting as Construction Manager/Advisor on behalf of the Dayton Metro Library issued an invitation to bid on Wilmington-Stroop Branch Lounge Furniture Line Item Contracts. APG Office Furnishings bid on 8 out of the 11 line item packages for a combined total of \$75,331.53.

On a motion by Ms. Merz, seconded by Ms. Holihan, the Board approved APG Office Furnishings for the Wilmington-Stroop Branch Lounge Furniture Line Item Contracts for a total amount not to exceed \$75,331.53.

Ayes: All
Nays: None

ADJOURNMENT

On a motion by Ms. Johnson, seconded by Ms. Merz, the Board adjourned at 5:20 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, May 10, 2018, 4:00 p.m.

PRESENT: Glenn Bower, Barbara Hayde, Jeanne Holihan,
Elaine Johnson, Margot Merz,

PRESIDING: Barbara Hayde, President

EXECUTIVE DIRECTOR: Tim Kambitsch

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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

PROJECT UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. Main is down to less than 200 punch list items to complete. West Carrollton is progressing and about 70% complete and the external brick veneer is up. Wilmington-Stoop is about 15% complete but is having some foundation issues. Southeast is 26% complete and the majority of the foundation issues have been resolved. Trotwood is in the middle of schematic design. The Executive Director discussed property acquisition issues surrounding the West Dayton, Huber Heights, and Burkhardt Branch replacement projects.

ADJOURNMENT

On a motion by Ms. Merz, seconded by Ms. Holihan, the Board adjourned at 5:07 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, June 11, 2018, 4:00 p.m.

PRESENT: Glenn Bower, Jeanne Holihan,
Elaine Johnson, Margot Merz,

PRESIDING: Elaine Johnson, Vice President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The Vice 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

PROJECT UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. West Carrollton is progressing and about 85% complete. Wilmington-Stoop is about 20% complete and had a successful "Foundation Pouring" event for the public. The Executive Director discussed property acquisition issues surrounding the Northmont, Huber Heights, and Burkhardt Branch replacement projects.

ADJOURNMENT

On a motion by Ms. Merz, seconded by Ms. Holihan, the Board adjourned at 4:51 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, July 11, 2018, 4:00 p.m.

PRESENT: Glenn Bower, Barbara Hayde, Jeanne Holihan,
Margot Merz, Arlinda Vaughn

PRESIDING: Barbara Hayde, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:01 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

PROJECT UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. All current construction projects are progressing on schedule.

MAIN LIBRARY CONSTRUCTION CLAIMS SETTLEMENTS

Construction consultant Gerry Mitchell reviewed for the Board background and current status of claims and settlement agreements with six firms associated with the Main Library construction completed last year.

ADMINISTRATIVE SERVICES AGREEMENT WITH DAYTON DESIGN COLLABORATIVE FOR SEGEMENT FOUR PROJECTS

The Dayton Metro Library previously signed and executed administrative services agreements with the Dayton Design Collaborative for Segment One, Segment Two and Segment Three projects, each containing four or five branch projects. Each specific project was assigned to specific firms serving as architect of record (AOR).

On a motion by Mr. Bower, seconded by Ms. Merz, Board approved an Administrative Services Agreement with the Dayton Design Collaborative consisting of the LWC Inc., Levin-Porter Architects, Inc., and Ruetschle Architects, Inc. for design services of the Burkhardt Branch Project, Huber Heights Branch Project, Trotwood Branch Project, and Northmont Branch Project, collectively known as Segment Four, for design, engineering and consulting services outlined in the agreement Exhibits in the following amounts:

<u>Branch</u>	<u>AOR</u>	<u>Total Design Fees</u>
Trotwood	Ruetschle	\$484,236
Huber Heights	LWC	\$887,984
Northmont	Ruetschle	\$652,042
Burkhardt	Levin-Porter	\$662,374

Ayes: All
Nays: None

COMMENTS FROM THE GENERAL PUBLIC

Joyce Deitering, resident of the City of Clayton, voiced her support of the moving the new Northmont Branch Library to the Villages of North Clayton.

Tina Kelly, Elected Official of the City of Clayton, voiced her support of the moving the new Northmont Branch Library to the Villages of North Clayton.

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)(2) to discuss property acquisition.

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

A roll call vote was taken as follows:

Mr. Bower, Aye
Ms. Hayde, Aye
Ms. Holihan, Aye
Ms. Merz, Aye
Ms. Vaughn, Aye

Ayes: All
Nays: None

The Board entered Executive Session at 5:03 p.m. and returned to open session at 6:00 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)(2) of the Ohio Revised Code.

ADJOURNMENT

There being no further business to discuss, the Board adjourned at 6:00 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, October 8, 2018, 4:00 p.m.

PRESENT: Barbara Hayde, Jeanne Holihan, Elaine Johnson
Margot Merz, Arlinda Vaughn

PRESIDING: Barbara Hayde, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:02 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

PROJECT UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. Main is 99% complete and all of the claims have been settled. West Carrollton is complete and the Grand Opening is Monday, October 22, 2018. Wilmington-Stroop is progressing nicely and may surpass Southeast on the schedule.

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)(2) to discuss property acquisition.

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

A roll call vote was taken as follows:

Ms. Hayde, Aye
Ms. Holihan, Aye
Ms. Johnson, Aye
Ms. Merz, Aye
Ms. Vaughn, Aye

Ayes: All
Nays: None

The Board entered Executive Session at 4:51 p.m. and returned to open session at 5:22 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)(2) of the Ohio Revised Code.

ADJOURNMENT

There being no further business to discuss, the Board adjourned at 5:22 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, November 5, 2018, 4:00 p.m.

PRESENT: Glenn Bower, Barbara Hayde, Elaine Johnson
Margot Merz, Arlinda Vaughn (In at 4:23pm)

PRESIDING: Barbara Hayde, President

EXECUTIVE DIRECTOR: Tim Kambitsch

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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

PROJECT UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. Wilmington-Stroop is progressing nicely and is catching up to Southeast on the schedule. The Trotwood Branch designs are coming along and the hope is to go out for bids at the beginning of the year. Progress on property acquisition for the West Branch is progressing and DML hopes to sign a LOI with the City of Dayton soon.

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)(2) to discuss property acquisition.

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

A roll call vote was taken as follows:

Mr. Bower, Aye
Ms. Hayde, Aye
Ms. Johnson, Aye
Ms. Merz, Aye
Ms. Vaughn, Aye

Ayes: All
Nays: None

The Board entered Executive Session at 4:38 p.m. and returned to open session at 4:57 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)(2) of the Ohio Revised Code.

ADJOURNMENT

There being no further business to discuss, the Board adjourned at 4:58 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, February 6, 2017, 4:00 p.m.

PRESENT: Glenn Bower, Jeanne Holihan,
Margot Merz, Arlinda Vaughn

PRESIDING: Glenn Bower, Secretary

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The Secretary called the meeting to order at 4:04 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

PROJECT UPDATE

The Executive Director and Tom Marchesano, Director for Library Construction, gave the Board an update on the current building schedule for completion of projects. No significant changes are anticipated.

The Executive Director reported on the purchase of properties.

- Vandalia: The Library met with Vandalia Butler City Schools Board of Education to discuss an easement and maintenance agreement on the joint entrance to the property.
- Southeast: The Executive Director reported that there have been continued discussions with Dayton Public Schools regarding the purchase of land at Belmont High School. He is meeting with the School Board in Executive Session at their next meeting to answer any lingering questions regarding the purchase.

ADJOURNMENT

The Board adjourned at 4:39p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, April 10, 2017, 4:00 p.m.

PRESENT: Glenn Bower, Barbara Hayde, Jeanne Holihan, Elaine Johnson,
Carl Kennebrew, Margot Merz, Arlinda Vaughn

PRESIDING: Barbara Hayde, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The Secretary 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

PROJECT UPDATE

The Executive Director and Tom Marchesano, Director for Library Construction, gave the Board an update on the current building schedule for completion of projects. Three of the four projects in Segment III are in design.

There was discussion about the allocation of money from the Building & Repair fund and using that money for property acquisition and site development. It was decided that the money should officially be earmarked for this purpose and a resolution will be voted on at the next full Board meeting.

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)(2) of the Ohio Revised Code to discuss purchase of property.

A roll call vote was taken as follows:

Mr. Bower, Aye
Ms. Hayde, Aye
Ms. Holihan
Ms. Johnson, Aye
Mr. Kennebrew, Aye
Ms. Merz, Aye
Ms. Vaughn, Aye

Ayes: All
Nays: None

The Board entered Executive Session at 4:25 p.m. and returned to open session at 5:41 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)(2) of the Ohio Revised Code.

ADJOURNMENT

The Board adjourned at 5:41p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, June 12, 2017, 4:00 p.m.

PRESENT: Glenn Bower, Carl Kennebrew,
Margot Merz, Arlinda Vaughn

PRESIDING: Glenn Bower, Secretary

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The Secretary called the meeting to order at 4:01 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

PROJECT UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. Main is on track to gain its TCO on June 19th and Administration and Special Collections staff are expected to move in shortly thereafter.

The Board also discussed the potential sale of the Ft. McKinley Branch.

WEST CARROLLTON FACILITY AGREEMENT

The Executive Director successfully completed negotiations with representatives of the City of West Carrollton for an amended and restated facility agreement that includes the reconstruction and expansion of the branch as a part of the West Carrollton Civic Center. The agreement incorporates a 30 year no-cost lease whereby the Dayton Metro Library expands and remodels the branch and the City of West Carrollton provides the required land and continuous use of the building that also includes shared parking

and other amenities. This agreement is similar to agreements made in 1977 and 1999 to build and expand the original branch at the government center.

Levin Porter Architects, Inc. is the architect of record for the project. The expansion and renovation project is estimated to cost approximately \$6,100,000.

On a motion by Ms. Merz, seconded by Ms. Vaughn, the Board approved the facilities agreement with the City of West Carrollton.

Ayes: All
Nays: None

ADJOURNMENT

The Board adjourned at 4:48p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, July 12, 2017, 4:00 p.m.

PRESENT: Barbara Hayde, Jeanne Holihan,
Elaine Johnson, Margot Merz

PRESIDING: Barbara Hayde, President

EXECUTIVE DIRECTOR: Tim Kambitsch

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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

PROJECT UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. Main has obtained its TCO and staff will begin moving into the building immediately.

The Board discussed an alternative option for the disposition of the Old Miamisburg library building as proposed by the city of Miamisburg.

TROTWOOD PURCHASE AGREEMENT

The Executive Director negotiated a contract to purchase the approximately 3.7 acres Lot located in Trotwood, OH for the new Trotwood Branch Library. The Library has agreed to purchase the land from the City of Trotwood for the amount of \$60,000.

On a motion by Ms. Johnson, seconded by Ms. Holihan, the Board approved the 3.7 acres of land from the City of Trotwood for the amount of \$60,000 contingent that further investigation of the gas line easement does not cause negative consequences which would prevent execution of the purchase.

Ayes: All
Nays: None

ADJOURNMENT

On a motion by Ms. Holihan, seconded by Ms. Johnson, the Board adjourned at 4:53p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, September 11, 2017, 4:00 p.m.

PRESENT: Glenn Bower, Barbara Hayde, Jeanne Holihan,
Elaine Johnson, Carl Kennebrew, Arlinda Vaughn

PRESIDING: Barbara Hayde, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:03 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

On a motion by Mr. Kennebrew, seconded by Ms. Johnson, the agenda was approved by the Board.

Ayes: All
Nays: None

PROJECT UPDATE

Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. The Main punch list is about 70% complete with the HAVC system and security system being the biggest items to be addressed.

PROPERTY UPDATE

The Executive Director updated the Board on the following properties:

- Vandalia: the old school board building is set to be demolished next week and the Library is close to closing with the Vandalia Butler School Board.
- Miamisburg: the city would like the Library to give them the old library building in exchange for landscaping and maintenance on the new building. The Board thought the exchange was unequal as it would take 17+ years to recoup the value of the old building.

- West: the Executive Director had a good meeting with the University of Dayton, but it seems that UD is unsure of the direction they want to take in regard to a partnership with the West Branch. Design will go on as planned without changes. Property acquisition has become difficult with Holden Associates hiring a realtor to sell the property.
- Southeast: the Executive Director attended a Dayton Public School Board Meeting in which it was confirmed that DML and DPS still have a valid agreement and DML will continue progress with moving the ball field. A follow up letter was sent to the Executive Director with request for modifications to the ball field relocation. The President noted that DML is not obligated to make the modifications as the plans had already been approved by the Board and the time allotted to make modifications had lapsed.
- Trotwood: progress is being made in regard to the Vectren easement on the land DML would like to purchase for the new Branch.
- Woodman Ave: the next step will be for Levin Porter Architects to design a mockup of how the site would look with a branch on it and what modifications need to be made to improve the ingress/egress.
- Northmont: the Northmont School Board reached out to the Executive Director regarding a partnership with the schools. They would like to purchase the parcel of land for a new Elementary School and sell a portion to the Library, at cost, to build the new Northmont branch. They reached out to Reutchle Architecture to develop a site design.

NEW BUSINESS

The Executive Director passed out a revised policy regarding weapons on Library property and inside facilities to give Trustees ample time to review in preparation for the general Board meeting on September 20, 2017.

ADJOURNMENT

On a motion by Ms. Johnson, seconded by Mr. Kennnebrew, the Board adjourned at 5:11p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, October 9, 2017, 4:00 p.m.

PRESENT: Barbara Hayde, Jeanne Holihan,
Elaine Johnson, Carl Kennebrew

PRESIDING: Barbara Hayde, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:04 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

On a motion by Ms. Holihan, seconded by Ms. Johnson, the agenda was approved by the Board.

Ayes: All
Nays: None

PURCHASE OF PROPERTY

The Board approved the purchase of land from the City of Trotwood for the new Trotwood Branch Library at the July facilities meeting and a purchase agreement has been executed.

On a motion by Ms. Kennebrew, seconded by Ms. Holihan, the Board authorized Fiscal Officer, David Hess to execute all necessary documents to proceed with the purchase of the land, contingent upon appropriate due diligence investigations of the property, and legal review of the title by legal counsel.

Ayes: All
Nays: None

EASEMENT TO CITY OF KETTERING

The City of Kettering has requested a perpetual non-exclusive easement for the construction and removal of a public sidewalk/multi-use path in front of the Wilmington-Stroop Branch Library property. The proposed easement would not impact the library’s use of the property.

On a motion by Ms. Johnson, seconded by Mr. Kennebrew, the Board approved the easement to the City of Kettering.

Ayes: All
Nays: None

SOUTHEAST BRANCH SINGLE PRIME GENERAL CONTRACTOR PACKAGE

Shook Construction, acting as Construction Manager/Advisor on behalf of the Dayton Metro Library, issued an invitation to bid on the single prime general contractor package for the Southeast Branch. Seven (7) bids were received by the bid due date October 4, 2017.

<i><u>Bidder</u></i>	<i><u>Amount</u></i>
<i>Staffco Construction Fairborn, OH</i>	<i>\$6,374,000</i>
<i>Empire Building Company Cincinnati, OH</i>	<i>\$6,028,000</i>
<i>AKA Construction Inc. Dayton, OH</i>	<i>\$6,421,850</i>
<i>R.W. Setterlin Building Company Columbus, OH</i>	<i>\$6,365,000</i>
<i>Brumbaugh Construction Arcanum, OH</i>	<i>\$6,565,000</i>
<i>Leo B. Schroeder Inc. Dayton, OH</i>	<i>\$7,317,000</i>
<i>Becker Construction Inc. Dayton, OH</i>	<i>\$6,932,000</i>

These bids were presented to the Board and on a motion by Ms. Holihan, seconded by Mr. Kennebrew, the Board awarded Empire Building Company the single prime general contractor contract for the Southeast Branch for an amount not to exceed \$6,028,000.

Ayes: All
Nays: None

PROJECT UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects.

ADJOURNMENT

There being no further business to discuss, the Board adjourned at 4:45p.m.

Ayes: All

Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, November 6, 2017, 4:00 p.m.

PRESENT: Glenn Bower, Jeanne Holihan, Carl Kennebrew

PRESIDING: Glenn Bower, Secretary

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The Secretary called the meeting to order at 4:01 p.m. and noted there was not a quorum present.

DECLARATION OF CONFLICTS OF INTEREST

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

APPROVAL OF AGENDA

On a motion by Ms. Holihan, seconded by Mr. Kennebrew, the agenda was approved by the Board.

Ayes: All
Nays: None

PROJECT UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects.

HISTORICAL SOCIETY OF VANDALIA-BUTLER

The Board discussed a letter that was sent on November 1, 2017 from Joe Dranschak from the Historical Society of Vandalia-Butler as a follow up to his visit to the October 18, 2017 Board meeting.

BUDGET RECALIBRATION

Tom Marchesano and Gerry Mitchell, Facilities Construction consultants, discussed the most recent budget recalibration process. While they did provide a pro forma budget recalibration, they felt that they

would have more accurate information once the Wilmington-Stroop branch contract has been awarded. They anticipate coming to the Board in February with a recalibration to approve.

ADJOURNMENT

There being no further business to discuss, the Board adjourned at 5:12 p.m.

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, December 11, 2017, 4:00 p.m.

PRESENT: Glenn Bower, Barbara Hayde, Jeanne Holihan,
Elaine Johnson, Arlinda Vaughn

PRESIDING: Barbara Hayde, President

EXECUTIVE DIRECTOR: Tim Kambitsch

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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

On a motion by Ms. Holihan, seconded by Mr. Bower, the agenda was approved by the Board.

Ayes: All
Nays: None

EXCHANGE AGREEMENT WITH WYNDS APARTMENTS

Dayton Metro Library and DEP Wynds Apartments, LLC have successfully concluded negotiations on the exchange of real estate, recorded easements, property improvements, and funds to enable the building of a new branch on the library owned property at the corner of Wilmington Pike and Stroop Ave. The existing 13,000 sq. ft. branch building will be demolished in early 2018 and a new 21,000 sq. ft. building with a larger parking lot will be constructed on the expanded lot. The Dayton Metro Library agrees to pay \$98,000 to Dep Wynds Apartments, LLC as a part of the Exchange Agreement.

On a motion by Mr. Bower, seconded by Ms. Johnson, the Board approved the exchange agreement as well as approving Fiscal Officer, David Hess to execute all necessary document to proceed with closing of the agreement.

Ayes: All
Nays: None

PROJECT UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. The Library is close to closing on the property for the new Trotwood branch. The Southeast branch property is currently being re-platted before a closing can be set.

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)(2) of the Ohio Revised Code to discuss the property acquisition.

A roll call vote was taken as follows:

Mr. Bower, Aye
Ms. Hayde, Aye
Ms. Holihan, Aye
Ms. Johnson, Aye
Ms. Vaughn, Aye

Ayes: All
Nays: None

The Board entered Executive Session at 4:18 p.m. and returned to open session at 5:14 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)(2) of the Ohio Revised Code.

ADJOURNMENT

On a motion by Ms. Holihan, seconded by Ms. Johnson, the Board adjourned at 5:14 p.m.

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Tuesday, January 20, 2016, 4:00 p.m.

PRESENT: Barbra Hayde, Jeanne Holihan, Elaine Johnson,
Carl Kennebrew, Margot Merz

PRESIDING: Jeanne Holihan, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:04 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

PROJECT UPDATE

The Executive Director discussed with Trustees the status of projects in both Segment One and Segment Two projects. Among the projects discussed were the project and timetables for the main library renovations and expansion. The Trustees also discussed the Miamisburg Branch project and the related contract for parking at the branch.

The Executive Director also gave an update on the minority and women owned business inclusion successes in Segment Two.

The Executive Director reported that as done at the beginning of Segment Two, the library's project team will conduct budget recalibration before starting Segment III.

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)(2) of the Ohio Revised Code to discuss purchase or sale of property.

A roll call vote was taken as follows:

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

Ayes: All
Nays: None

The Board entered Executive Session at 4:45 p.m. and returned to open session at 5:15 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)(2) of the Ohio Revised Code.

ADJOURNMENT

On a motion by Mr. Kennebrew, seconded by Ms. Merz, the Board adjourned at 5:20 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, February 8, 2016, 4:00 p.m.

PRESENT: Glenn Bower, Jeanne Holihan, Carl Kennebrew,
Margot Merz, Joseph Oehlers

PRESIDING: Jeanne Holihan, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

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

The President appointed Ms. Merz to serve as Secretary Pro-Tem.

DECLARATION OF CONFLICTS OF INTEREST

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

APPROVAL OF AGENDA

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

Ayes: All

Nays: None

PROJECT UPDATE

Tom Marchesano, Director for Library Construction, gave the Board an update on the progress of the Facilities projects. Miamisburg is scheduled to start construction next month. The Main Library construction has been complicated with our seasonally high groundwater preventing the installation of footers for the ramp to the parking garage that will be underneath the completed building. A company has been hired to pump out the excess water so that progress may continue.

Mr. Marchesano reported there have been no changes to the budgets or projections this month. He did note that the use of contingencies for Segment II projects is running ahead of expectations, but that he is keeping a close eye on it.

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)(2) and Section 121.22(G)(3) of the Ohio Revised Code to discuss purchase or sale of property and conference with an attorney to discuss possible court action

A roll call vote was taken as follows:

Mr. Bower, Aye
Ms. Holihan, Aye
Mr. Kennebrew, Aye
Ms. Merz, Aye
Mr. Oehlers, Aye

Ayes: All
Nays: None

The Board entered Executive Session at 4:23 p.m. and returned to open session at 5:07 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)(2) and Section 121.22(G)(3) of the Ohio Revised Code.

COMMENTS FROM THE GENERAL PUBLIC

Dion Dortch requested information from the Board regarding the construction of the new West Branch Library and when it will begin. The Board has been working on property acquisition for an appropriate place for the new Branch, but at this time had no news to report.

ADJOURNMENT

There being no further business, the Board adjourned at 5:14 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, March 7, 2016, 4:00 p.m.

PRESENT: Glenn Bower, Barbara Hayde, Elaine Johnson,
Carl Kennebrew, Margot Merz,

PRESIDING: Barbara Hayde, Vice President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The Vice 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

WILMINGTON-STROOP BRANCH OPTIONS

Mike Ruetschle, representing the Dayton Deign Collaborative, shared a presentation with the Board of options of a renovation and addition versus a total replacement of the Wilmington-Stroop Branch. When comparing the Branch to Kettering-Moraine (a renovation) the renovation construction costs are comparable to replacement construction costs therefore making a total replacement a viable option.

PROJECT UPDATE

Tom Marchesano, Director for Library Construction, announced that he was in the process of updating budgets and schedules for the general Board meeting next week, however he does not anticipate any significant changes.

CONSTRUCTION MANAGEMENT AGREEMENT

It was recommended that the Board approve a construction management as advisor (CMA) services agreement with Skanska/ATCS for an extension of basic construction management services. This agreement extends the scope and timetables outlined for Segment One in the original construction manager agreement approved by the Board in November 2013.

On a motion by Mr. Bower, seconded by Ms. Johnson, the Board approved of the extension through October 31, 2016 in an amount not to exceed \$615,000.

Ayes: All
Nays: None

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)(2) of the Ohio Revised Code to discuss purchase or sale of property.

A roll call vote was taken as follows:

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

Ayes: All
Nays: None

The Board entered Executive Session at 4:57 p.m. and returned to open session at 5:33 p.m. The Vice 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)(2) of the Ohio Revised Code.

ADJOURNMENT

There being no further business, the Board adjourned at 5:33 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, May 9, 2016, 4:00 p.m.

PRESENT: Glenn Bower, Barbara Hayde, Jeanne Holihan,
Elaine Johnson, Carl Kennebrew, Margot Merz

PRESIDING: Jeanne Holihan, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:01 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

PROJECT UPDATE

The Executive Director presented a memo regarding the selection of Segment III architects for each projects. Negotiations are in process for agreements with Ruetschle Architects for the Wilmington-Stroop Branch design and Levin Porter Architects for both the West Carrollton and Southeast Branch designs.

There was discussion among the Executive Director and the Trustees about what design elements they would like to see continue into the Segment III projects.

The Executive Director shared a diagram of where the Southeast Branch will sit on the Belmont High School property as well as where the relocated ball field will be placed. A letter of intent has been drafted for the Dayton Public Schools and is being reviewed by the Library's legal counsel. The goal is to have an agreement, much like with the Vandalia Butler School Board, where DPS will allow the Library to build on the school property with the understanding that if the building ever stops being used by the Library, it will revert back to DPS.

Tom Marchesano, Director for Library Construction, presented the budget recalibration suggestions for Segment III which he will ask for approval at the May regular Board meeting.

The Executive Director discussed some ongoing property acquisition issues and opportunities for future branches.

ADJOURNMENT

On a motion by Ms. Hayde, seconded by Mr. Bower, the Board adjourned at 6:03 p.m.

Ayes: All

Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, July 11, 2016, 4:00 p.m.

PRESENT: Barbara Hayde, Jeanne Holihan,
Elaine Johnson, Margot Merz

PRESIDING: Jeanne Holihan, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:02 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

PROJECT UPDATE

Tom Marchesano, Director of Library Construction, went over the facilities budget noting that at the general Board meeting the update will include a line for grant dollars awarded specifically towards the facilities program.

The Executive Director discussed some ongoing property acquisition issues and opportunities for future branches.

Jayne Klose, Community Engagement Manager, went over the dates and expectations for the community forums for the Segment III branches.

AMMENDED INCLUSION POLICY

The Executive Director shared and amended version of the community inclusion policy and plan that will be put before the Board for approval at the next general Board meeting.

ADJOURNMENT

On a motion by Ms. Hayde, seconded by Ms. Merz, the Board adjourned at 5:15 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, September 12, 2016, 4:00 p.m.

PRESENT: Glenn Bower, Barbra Hayde, Elaine Johnson,
Carl Kennebrew, Margot Merz

PRESIDING: Barbra Hayde, Vice President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:03 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

PROJECT UPDATE

A delegation from the National Aviation Heritage Association (NAHA) was present to discuss the West Branch site location and how to tie in the NAHA site into a campus with DML.

The Executive Director shared updates on other Segment III projects. An update about offers made properties for sale was also given.

ADJOURNMENT

On a motion by Ms. Merz, seconded by Mr. Kennebrew, the Board adjourned at 5:43 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, October 10, 2016, 4:00 p.m.

PRESENT: Glenn Bower, Barbra Hayde, Jeanne Holihan,
Elaine Johnson, Carl Kennebrew, Arlin Vaughn

PRESIDING: Jeanne Holihan, President

EXECUTIVE DIRECTOR: Tim Kambitsch

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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

PROJECT UPDATE

Tom Marchesano, Director for Library Construction, gave the Board a brief update on the budget to date as well as the current building schedule. The Main Library is currently on schedule to receive a temporary occupancy in December and equipment and materials can start moving in shortly after the New Year. Permeant occupancy is schedule for closer to March 2017.

COOPER PARK MAINTENANCE AGREEMENT

The Executive Director shared with the Board a preliminary draft agreement between the Library and the City of Dayton regarding maintenance of Cooper Park. Trustees were concerned about the Library's liability if it were to take on an active role in maintenance of the Park.

TROTWOOD SITE SELECTION

The Executive Director gave a report of the evaluation of sites for the new Trotwood Branch site as suggested by Trotwood City Manager, Quincy Pope.

ADJOURNMENT

On a motion by Ms. Hayde, seconded by Mr. Kennebrew, the Board adjourned at 5:14 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, November 7, 2016, 4:00 p.m.

PRESENT: Glenn Bower, Jeanne Holihan, Elaine Johnson,
Margot Merz, Arlin Vaughn

PRESIDING: Jeanne Holihan, President

EXECUTIVE DIRECTOR: Tim Kambitsch

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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

On a motion by Ms. Marz, seconded by Mr. Bower, the agenda was approved by the Board.

Ayes: All
Nays: None

SALE OF PARCELS C1 AND C2 OF THE LOT LOCATED AT PATTERSON BLVD.

On March 11, 2016, the Executive Director signed a valid purchase agreement obligating the Dayton Metro Library to sell real property known as Parcel C1 and to sell real property known as Parcel C2 from recorded PARCEL R72 00602 0054 to Heartlight Properties, LLC for the price of \$30,000.00.

On a motion by Mr. Bower, seconded by Ms. Merz, the Board authorized Fiscal Officer David Hess to execute all necessary documents to sell and convey 0.233 acres of real property known as Parcel C1 and to sell and convey 0.237 acres of real property known as Parcel C2 from recorded PARCEL R72 00602 0054 currently owned by the Library located on Patterson Blvd. in Dayton, OH to Heartlight Properties, LLC for the price of \$30,000.00 and further authorized Fiscal Officer Hess to perform any and all acts necessary and incidental to consummate this transaction.

Ayes: All
Nays: None

SALE OF PARCEL B1 OF THE LOT LOCATED AT 4TH STREET AND PATTERSON BLVD.

On March 11, 2016, the Executive Director signed a valid purchase agreement obligating the Dayton Metro Library to sell real property known as Parcel B1 from recorded PARCEL R72 00602 0054 currently owned by the Library located at the northeast corner of 4th Street and Patterson Blvd. in Dayton, OH to Charles V. Simms Development Corporation for the price of \$80,000.00.

On a motion by Ms. Johnson, seconded by Ms. Merz, the Board authorized Fiscal Officer David Hess to execute all necessary documents to sell and convey 0.302 acres of real property known as Parcel B1 from recorded PARCEL R72 00602 0054 currently owned by the Library located at the northeast corner of 4th Street and Patterson Blvd. in Dayton, OH to Charles V. Simms Development Corporation for the price of \$80,000.00 and further authorized Fiscal Officer Hess to perform any and all acts necessary and incidental to consummate this transaction.

Ayes: All
Nays: None

Ms. Vaughn arrived at 4:11 p.m.

PROJECT UPDATE

Tom Marchesano, Director for Library Construction, gave the Board a brief update on the current building schedule. Trotwood is moving forward with the possibility to start design early next year. Vandalia's grand opening is on Thursday, October 17th at 3:30 p.m. There are no changes on the Main Library schedule at this time.

REAL ESTATE SERVICES

On a motion by Ms. Merz, seconded by Ms. Johnson, the Board approved the sale of the former Brookville Branch property, 425 Rona Parkway, Brookville, Ohio 45309 through Crest Commercial Realty Inc.

Ayes: All
Nays: None

PROPERTY ACQUISITION UPDATE

The Executive Director updated the Board on property acquisition movement for the West Branch and Segment III.

ADJOURNMENT

On a motion by Ms. Johnson, seconded by Mr. Bower, the Board adjourned at 5:17 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, December 12, 2016, 4:00 p.m.

PRESENT: Glenn Bower, Barbara Hayde, Jeanne Holihan,
Margot Merz, Arlin Vaughn

PRESIDING: Jeanne Holihan, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:01 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

PROJECT UPDATE

Tom Marchesano, Director for Library Construction, gave the Board an update on the current building budgets and schedule for completion of projects. No significant changes are anticipated.

The Executive Director reported on the purchase of properties.

- Vandalia: The Library is waiting on the Vandalia Butler City Schools Board of Education to vacate its current building so that it can be torn down and the vacated land landscaped. The Executive Director also reported that he would be meeting with the Vandalia Butler Historical Society.
- West: The Executive Director has met with its partners in developing the former Wright Brothers factory site. He was pleased with a meeting that included the Ohio EPA staff regarding the current owners Voluntary Action Plan for remediation.
- Wilmington-Stroop: The Library is expecting a LOI with the new owners of the Wynds Apartments for a purchase of land/land swap at the current branch site.

- Southeast: The Executive Director reported that there have been continued discussions with Dayton Public Schools regarding the purchase of land at Belmont High School.

WEST BRANCH/PAUL LAURENCE DUNBAR STATUE

The Executive Director met with parties interested in the West Branch design and art programming. They want to commission a statue commemorating Paul Laurence Dunbar and would like to place it on the West Branch campus.

On a motion by Ms. Hayde, seconded by Ms. Merz, the Board approved for the Executive Director to write a letter to the group agreeing that if the sculpture is made that the Board would allow it to be displayed on the new West Branch Library campus.

Ayes: All
Nays: None

ADJOURNMENT

On a motion by Ms. Merz, seconded by Ms. Hayde, the Board adjourned at 5:21p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES COMMITTEE

Tuesday, January 20, 2015, 3:00 p.m.

PRESENT: Barbra Hayde, Jeanne Holihan, Margot Merz

PRESIDING: Jeanne Holihan, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 3:00 p.m. noting that a quorum of the member didn't exist. It was noted that no decisions would be made in the meeting.

DECLARATION OF CONFLICTS OF INTEREST

Trustees were asked if they had identified any item on the agenda where there was an actual or potential 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

PROGRAM RECALIBRATION

The Executive Director shared with the Board that a review of Segment Two designs has raised concerns about the potential for costs to exceed available project budget. To keep within budgets the construction/design teams have met with Executive Director to discuss changes in the designs. Also under considerations is a recommendation for the Board to consider allocation of Building and Repair Funds toward selected site development costs. The Building and Repair Fund is currently being used for site acquisition. The Executive Director will continue to review the budgets for furnishings and other project costs to ensure those total costs are within those funded by the Board.

INCLUSION UPDATE

The Board reviewed inclusion successes on projects awarded to date as well as the performance of contractors and sub-contractors currently performing work on Segment One projects. The Executive Director reported that there are differing interpretations by members of the Library's Inclusion Plan Team

as to which goal classification some contractors belong. The Library will continue to work its partners to increase both inclusion plan goals for contractors as well as to increase local minority and women workforce participation.

BRANCH SITE SELECTION

The Executive Director has met with the city of Dayton and is making progress toward site selection for the new West Branch. Factors that will impact a final recommendation to the board will be total site acquisitions and site development costs, zoning issues, and possible development of civic infrastructure by the city. Additional meetings are scheduled in coming weeks.

LEED CERTIFICATION

The Main Library and the Northwest Branch projects are being built to LEED Gold standards but achieving this higher level of certification is proving difficult. Board members expressed concerns that extra expenses might be needed to reach Gold level. Tom Marchesano, Director of Construction, assured the Board that at this state in the design process no additional design changes are being contemplated and while there are no guarantees the library as to what level of certification is awarded Trustees should be confidence that Gold level certification was achievable and that no design or additional.

ADJOURNMENT

On a motion by Ms. Hayde, seconded by Ms. Merz, the Board adjourned at 4:35 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES COMMITTEE

Monday, March 9, 2015, 3:00 p.m.

PRESENT: Elaine Johnson, Jeanne Holihan, Margot Merz

PRESIDING: Jeanne Holihan, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 3:01 p.m. noting that a quorum of the members did not exist. It was noted that no decisions would be made in the meeting.

DECLARATION OF CONFLICTS OF INTEREST

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

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

PROJECT UPDATE

The Executive Director and Director of Construction, Tom Marchesano, updated the Board on the budget recalibration project. After meeting with all the architects, adjustments were made to design specifications to standardize them between all branches. Most of these changes will not be noticeable by the public and none of them were significant changes to design themes.

Mr. Marchesano also updated the Board on changes to the schedule for the Main Library. Ms. Johnson asked if there was a PR plan for Main's move to its temporary location. A rough PR plan is in place but until dates are known for certain no decisions can be made regarding informing the public.

ADJOURNMENT

On a motion by Ms. Johnson, seconded by Ms. Merz, the Board adjourned at 4:39 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES COMMITTEE

Monday, May 11, 2015, 3:00 p.m.

PRESENT: Annesa Cheek, Barbra Hayde, Jeanne Holihan,
Margot Merz, Joseph Oehlers

PRESIDING: Jeanne Holihan, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 3:04 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

SEGMENT I (EXCLUDING ELECTRA DOREN) AWARD OF LOUNGE FURNITURE LINE ITEM CONTRACTS (BP 12B)

SKANSKA/ATCS acting as Construction Manager/Advisor on behalf of the Dayton Metro Library issued an invitation to bid on the lounge furniture line item packages of Segment I (excluding Electra Doren). Bids were received by the bid due date April 2, 2015.

These bids were presented to the Board and on a motion by Mr. Oehlers, seconded by Ms. Merz, the Board awarded APG a lounge furniture line item contract for Segment I (excluding Electra Doren) for an amount not to exceed \$128,150.50.

Ayes: All
Nays: None

On a motion by Ms. Hayde, seconded by Ms. Cheek, the Board awarded Elements IV a lounge furniture line item contract for Segment I (excluding Electra Doren) for an amount not to exceed \$84,999.53.

Ayes: All
Nays: None

On a motion by Mr. Oehlers, seconded by Ms. Merz, the Board awarded Business Furniture a lounge furniture line item contract for Segment I (excluding Electra Doren) for an amount not to exceed \$349,586.55.

Ayes: All
Nays: None

On a motion by Mr. Oehlers, seconded by Ms. Merz, the Board awarded RJE Business Interiors a lounge furniture line item contract for Segment I (excluding Electra Doren) for an amount not to exceed \$67,423.04.

Ayes: All
Nays: None

On a motion by Ms. Hayde, seconded by Mr. Oehlers, the Board awarded Worksmart Office Furnishings LLC a lounge furniture line item contract for Segment I (excluding Electra Doren) for an amount not to exceed \$52,540.49.

Ayes: All
Nays: None

SEGMENT I (EXCLUDING ELECTRA DOREN) AWARD OF LOUNGE FURNITURE LUMP SUM CONTRACT (BP 12C)

SKANSKA/ATCS acting as Construction Manager/Advisor on behalf of the Dayton Metro Library issued an invitation to bid on the lounge furniture package of Segment I (excluding Electra Doren). Two (2) bids were received by the bid due date April 2, 2015.

<u>Bidder</u>	<u>Amount</u>
APG <i>Dayton, OH</i>	\$896,631
Elements IV <i>Dayton, OH</i>	\$985,993

These bids were presented to the Board and on a motion by Ms. Merz, seconded by Ms. Cheek, the Board awarded APG Office Furnishings, Inc. the lounge furniture contract of Segment I (excluding Electra Doren) for an amount not to exceed \$896,630.85.

Ayes: All
 Nays: None

SEGMENT I (EXCLUDING ELECTRA DOREN) AWARD OF CHILDREN’S FURNITURE CONTRACT (BP 12D)

SKANSKA/ATCS acting as Construction Manager/Advisor on behalf of the Dayton Metro Library issued an invitation to bid on the children’s furniture package of Segment I (excluding Electra Doren). One (1) bid were received by the bid due date April 2, 2015.

<u>Bidder</u>	<u>Amount</u>
Elements IV <i>Dayton, OH</i>	\$42,900

These bids were presented to the Board and on a motion by Mr. Oehlers, seconded by Ms. Hayde, the Board awarded Elements IV Interiors the children’s furniture contract of Segment I (excluding Electra Doren) for an amount not to exceed \$42,900.27.

Ayes: All
 Nays: None

MAIN LIBRARY AWARD OF METAL PANELS CONTRACT (BP 07B)

SKANSKA/ATCS acting as Construction Manager/Advisor on behalf of the Dayton Metro Library issued an invitation to bid on the metal panels package of the Main Library. Three (3) bids were received by the bid due date April 14, 2015.

<u>Bidder</u>	<u>Amount</u>
Spohn <i>Dayton, OH</i>	\$1,285,063
Hemms <i>Piqua, OH</i>	\$884,990 *combination bid with Curtain Wall & Storefront bid
Combs <i>Fairborn, OH</i>	\$1,300,000

These bids were presented to the Board and on a motion by Mr. Oehlers, seconded by Ms. Merz, the Board awarded Hemm’s Glass Company, Inc. the metal panels contract of Main Library for an amount not to exceed \$884,990.

Ayes: All
Nays: None

MAIN LIBRARY AWARD OF CURTAIN WALL & STOREFRONT CONTRACT (BP 08C)

SKANSKA/ATCS acting as Construction Manager/Advisor on behalf of the Dayton Metro Library issued an invitation to bid on the curtain wall & storefront package of the Main Library. Four (4) bids were received by the bid due date April 14, 2015.

<u>Bidder</u>	<u>Amount</u>
JMD <i>Tipp City, OH</i>	\$1,859,000
Koch/Stair Tower <i>Louisville, KY</i>	\$2,378,000
Celina <i>Celina, OH</i>	\$1,965,375
Hemms <i>Piqua, OH</i>	\$1,992,775 *combination bid with Metal Panels bid

These bids were presented to the Board and on a motion by Mr. Oehlers, seconded by Ms. Cheek, the Board awarded Hemm's Glass Company, Inc. the curtain wall & storefront contract of Main Library for an amount not to exceed \$1,992,775.

Ayes: All
Nays: None

MAIN LIBRARY AWARD OF ROOFING CONTRACT (BP 07C)

SKANSKA/ATCS acting as Construction Manager/Advisor on behalf of the Dayton Metro Library issued an invitation to bid on the roofing package of the Main Library. One (1) bid was received by the bid due date April 14, 2015.

<u>Bidder</u>	<u>Amount</u>
Kerkan <i>Dayton, OH</i>	\$1,149,500

These bids were presented to the Board and on a motion by Ms. Cheek, seconded by Ms. Merz, the Board awarded Kerkan Roofing Inc. the roofing contract of Main Library for an amount not to exceed \$1,149,500.

Ayes: All
Nays: None

MAIN LIBRARY AWARD OF FIREPROOFING CONTRACT (BP 07D)

SKANSKA/ATCS acting as Construction Manager/Advisor on behalf of the Dayton Metro Library issued an invitation to bid on the fireproofing package of the Main Library. One (1) bid was received by the bid due date April 14, 2015.

<u>Bidder</u>	<u>Amount</u>
Omni <i>Fairfield, OH</i>	\$987,137

These bids were presented to the Board and on a motion by Ms. Hayde, seconded by Ms. Merz, the Board awarded Omni Fireproofing Co., LLC the fireproofing contract of Main Library for an amount not to exceed \$987,137, contingent upon the post bid interview.

Ayes: All
Nays: None

MAIN LIBRARY AWARD OF DRYWALL, ACOUSTICAL, & CEILING SYSTEMS CONTRACT (BP 09A)

SKANSKA/ATCS acting as Construction Manager/Advisor on behalf of the Dayton Metro Library issued an invitation to bid on the drywall, acoustical, & ceiling systems package of the Main Library. Five (5) bids were received by the bid due date April 14, 2015.

<u>Bidder</u>	<u>Amount</u>
Valley Interior Systems <i>Dayton, OH</i>	\$4,672,000
Integrity Interiors <i>Springboro, OH</i>	\$4,521,000
Performance Contracting <i>Cincinnati, OH</i>	\$3,976,000
OK Interiors <i>Cincinnati, OH</i>	\$5,899,400
Combs <i>Fairborn, OH</i>	\$4,349,000

These bids were presented to the Board and on a motion by Mr. Oehlers, seconded by Ms. Merz, the Board awarded Performance Contracting Inc. the drywall, acoustical, & ceiling systems contract of Main Library for an amount not to exceed \$3,976,000.

Ayes: All
Nays: None

MAIN LIBRARY AWARD OF FIRE SUPPRESSION CONTRACT (BP 21A)

SKANSKA/ATCS acting as Construction Manager/Advisor on behalf of the Dayton Metro Library issued an invitation to bid on the fire suppression package of the Main Library. One (1) bid was received by the bid due date April 14, 2015.

<u>Bidder</u>	<u>Amount</u>
Dalmatian <i>Mason, OH</i>	\$623,500

These bids were presented to the Board and on a motion by Ms. Merz, seconded by Mr. Oehlers, the Board awarded Dalmatian Fire Inc. the fire suppression contract of Main Library for an amount not to exceed \$623,500.

Ayes: All
Nays: None

MAIN LIBRARY AWARD OF PLUMBING CONTRACT (BP 22B)

SKANSKA/ATCS acting as Construction Manager/Advisor on behalf of the Dayton Metro Library issued an invitation to bid on the plumbing package of the Main Library. Four (4) bids were received by the bid due date April 14, 2015.

<u>Bidder</u>	<u>Amount</u>
Starco <i>Dayton, OH</i>	\$1,163,300
TP Mechanical <i>Dayton, OH</i>	\$1,281,000
Frye Mechanical <i>Dayton, OH</i>	\$1,124,000
Rieck <i>Dayton, OH</i>	\$1,630,000

These bids were presented to the Board and on a motion by Ms. Hayde, seconded by Ms. Merz, the Board awarded Frye Mechanical Inc. the plumbing contract of Main Library for an amount not to exceed \$1,124,000.

Ayes: All
Nays: None

MAIN LIBRARY AWARD OF MECHANICAL & HVAC, AND TEST & BALANCE CONTRACT (BP 23B)

SKANSKA/ATCS acting as Construction Manager/Advisor on behalf of the Dayton Metro Library issued an invitation to bid on the mechanical & HVAC, and test balance package of the Main Library. Four (4) bids were received by the bid due date April 14, 2015.

<u>Bidder</u>	<u>Amount</u>
Rieck <i>Dayton, OH</i>	\$5,326,400
Starco <i>Dayton, OH</i>	\$4,698,000
MSD <i>Dayton, OH</i>	\$5,142,000
TP Mechanical <i>Dayton, OH</i>	\$5,244,000

These bids were presented to the Board and on a motion by Ms. Cheek, seconded by Mr. Oehlers, the Board awarded Starco Inc. the mechanical & HVAC, and test & balance contract of Main Library for an amount not to exceed \$4,698,000.

Ayes: All
Nays: None

MAIN LIBRARY AWARD OF ELECTRICAL CONTRACT (BP 26B)

SKANSKA/ATCS acting as Construction Manager/Advisor on behalf of the Dayton Metro Library issued an invitation to bid on the electrical package of the Main Library. Two (2) bids were received by the bid due date April 14, 2015.

<u>Bidder</u>	<u>Amount</u>
Chapel <i>Dayton, OH</i>	\$4,917,000
ESI <i>Dayton, OH</i>	\$4,159,998

These bids were presented to the Board and on a motion by Ms. Merz, seconded by Ms. Cheek, the Board awarded ESI Inc. the electrical contract of Main Library for an amount not to exceed \$4,159,998.

Ayes: All
Nays: None

PROJECT UPDATE

The Executive Director and Director of Construction, Tom Marchesano, updated the Board on the budget recalibration project. Adjustments to the budget due to the recalibration process will be presented to the Board at the May meeting.

Mr. Marchesano also updated the Board on changes to the schedule for the Main Library. Due to the delay on the tower, it will cause a delay to the temporary Main move. Permanent and temporary staff occupants will still be moving in June.

COOPER PARK MAINTENANCE AGREEMENT

The Executive Director shared a draft agreement with the City of Dayton regarding the maintenance of Cooper Park, since the Library will be taking over a larger area. Board members posed concerns regarding lawn mowing, snow removal, leaf mulching, tree trimming, and lighting. These concerns will be taken to the City of Dayton.

DEVELOPMENT AGREEMENT WITH VANDALIA BUTLER CITY SCHOOL DISTRICT

The Executive Director shared a draft agreement with the Vandalia Butler City School District regarding the property/land swap for the Library and school buildings at the Vandalia Branch site.

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)(2) of the Ohio Revised Code to discuss property acquisition.

A roll call vote was taken as follows:

Ms. Merz, Aye
Ms. Holihan, Aye
Ms. Cheek, Aye
Ms. Hayde, Aye
Mr. Oehlers, Aye

Ayes: All
Nays: None

The Board entered Executive Session at 4:28 p.m. and returned to open session at 5:09 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)(2) of the Ohio Revised Code.

ADJOURNMENT

There being no further business, the Board adjourned at 5:09 p.m.

Ayes: All

Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES COMMITTEE

Monday, July 7, 2015, 3:00 p.m.

PRESENT: Barbra Hayde, Jeanne Holihan,
Margot Merz, Joseph Oehlers

PRESIDING: Jeanne Holihan, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 3:01 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

PROJECT UPDATE

The Executive Director updated the Board on the Main move into the Operations Center. With the temporary occupancy only 49 people are allowed to work in the building on the second through fourth floors (excluding contractors still working on the building). This constraint cause a delay in the moving of the rest of the Administration staff as well as Temporary Main.

The Board discussed the Inclusion plan and possible revisions to the policy moving forward into Segment II projects.

DONATION OF SURPLUS FURNISHINGS

At the September 15, 2010 regular meeting, the Board of Trustees approved its Policy for the Disposal of Surplus Library Material and Equipment. The Board has regularly made donations of surplus books and equipment to the Friends of the Library and has donated lower value items to McMRF, the Montgomery

County Materials Reuse Facility. Other surplus materials of lowest value have been recycled commercially.

In preparations for the upcoming project of renovating and expanding the Main Library, a significant number of items have been identified as no longer needed for library purposes and are recommended by Library staff to be declared surplus furnishings. Many pieces have already been donated to McMRF or recycled.

The Executive Director recommended the Board declare a selected list of collectable furniture and library equipment as surplus and to donate these items to the Dayton Metro Library Foundation consistent with Board policy. Library staff will aid the Foundation in the sale of these items through a public silent auction to be held prior to the closure of the Main Library.

On a motion by Mr. Oehlers, seconded by Ms. Hayde, the Board approved the donation of surplus furniture to the Dayton Metro Library Foundation for auction to the public.

Ayes: All
Nays: None

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)(2) of the Ohio Revised Code to discuss property acquisition.

A roll call vote was taken as follows:

Ms. Merz, Aye
Ms. Holihan, Aye
Ms. Hayde, Aye
Mr. Oehlers, Aye

Ayes: All
Nays: None

The Board entered Executive Session at 4:11 p.m. and returned to open session at 4:35 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)(2) of the Ohio Revised Code.

ADJOURNMENT

On a motion by Mr. Oehlers, seconded by Ms. Merz, the Board adjourned at 4:35 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, October 12, 2015, 3:00 p.m.

PRESENT: Glenn Bower, Jeanne Holihan, Elaine Johnson

PRESIDING: Jeanne Holihan, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 3:10 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

On a motion by Mr. Bower, seconded by Ms. Johnson, the agenda was approved by the Board.

Ayes: All
Nays: None

VANDALIA BRANCH SINGLE PRIME GENERAL CONTRACTOR PACKAGE

Shook Construction, acting as Construction Manager/Advisor on behalf of the Dayton Metro Library, issued an invitation to bid on the single prime general contractor package for the Vandalia Branch. Eight (8) bids were received by the bid due date September 22, 2015.

<u>Bidder</u>	<u>Amount</u>
Wenco <i>New Carlisle, OH</i>	\$4,648,150
Empire <i>Cincinnati, OH</i>	\$4,977,000
Becker <i>Dayton, OH</i>	\$4,791,000
RW Setterlin <i>Columbus, OH</i>	\$4,644,000
Staffco <i>Fairborn, OH</i>	\$4,787,000

AKA <i>Dayton, OH</i>	\$4,523,030
Brumbaugh <i>Arcanum, OH</i>	\$4,545,000
Vancon <i>Vandalia, OH</i>	\$4,196,967

In consultation with Director of Construction, Tom Marchesano, and Shook project executives Jaron Develbiss and Eric Doench proposals were evaluated on costs and compliance with specifications and requirements outlined in the public bid documents. It was determined that Vancon Inc. submitted the lowest responsive bid.

There was not a quorum at the Facilities Meeting, so the recommendation to approve Vancon Inc. as the single prime general contractor contract for the Vandalia Branch was deferred until the October 21, 2015 Board Meeting.

PROJECT UPDATE

The Executive Director stated that the new Shook/Wise process for inclusion appears to be working. The Segment 2 projects that have been bid to date are nearing or hitting the targets. He stated that the current expected completion of the Northwest Branch is mid-January 2016.

The Miami Township Branch expansion and renovation is nearing completion. It is anticipated that the Branch will be closed from October 31 through November 13, 2015. A ribbon cutting for government officials and key stakeholders will be held on Friday, November 13, 2015 at 4:00. The public grand opening will be held during regular library hours on Saturday, November 14, 2015.

Mr. Tom Marchesano, Director of Construction, walked the Board through the change order process for the construction budget. Competitive furniture pricing in Segment 1 may allow for the addition of project enhancements currently on the wish list.

Mr. John Fabelo, Architect from LWC Inc., walked the Board through site studies for potential locations of the West Branch. Mr. Fabelo also reviewed site options for expanding and renovating the Wilmington-Stroop Branch.

ADJOURNMENT

On a motion by Mr. Bower, seconded by Ms. Johnson, the Board adjourned at 5:10 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, December 7, 2015, 3:00 p.m.

PRESENT: Glenn Bower, Barbra Hayde, Jeanne Holihan,
Elaine Johnson, Carl Kennebrew, Margot Merz

PRESIDING: Jeanne Holihan, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 3:04 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 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

PROJECT UPDATE

Tom Marchesano, Director for Library Construction, updated the Board on the current construction projects. As of right now there are no schedule changes. Conversations have begun regarding when and how to open the new Northwest Branch, targeted for February. The Executive Director went over the cumulative inclusion successes for Segments One and Two.

RFP FOR REAL ESTATE SERVICES

The Executive Director shared a draft document for an RFP for Real Estate Service. The goal is to find one or more agencies to help buy needed properties and sell library properties once they are no longer being used for library purposes.

SEGMENT THREE

The Executive Director and the Board discussed which branches would be possible to start in Segment Three. Options were debated but no final decisions were made.

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)(2) of the Ohio Revised Code to discuss purchase or sale of property.

A roll call vote was taken as follows:

Mr. Bower, Aye
Ms. Hayde, Aye
Ms. Holihan, Aye
Ms. Johnson, Aye
Mr. Kennebrew, Aye
Ms. Merz, Aye

Ayes: All
Nays: None

The Board entered Executive Session at 4:00 p.m. and returned to open session at 5:05 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)(2) of the Ohio Revised Code.

ADJOURNMENT

On a motion by Ms. Johnson, seconded by Ms. Merz, the Board adjourned at 5:05 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY

MINUTES OF THE BOARD FACILITIES COMMITTEE

Monday, February 17, 2014

TRUSTEES PRESENT: Jeanne Holihan, Board President; Barbara Hayde; Margot Merz

STAFF PRESENT: Tim Kambitsch, Executive Director; Jayne Klose

CALL TO ORDER

The President called the meeting to order at 1:09 p.m.

CURRENT PROJECTS

The Executive Director gave a brief status update on the Segment 1 projects.

Budget reconciliation was completed for the E.C. Doren Branch. A recommendation on the bid award will be brought to the Board for approval. Temporary space for the branch has been leased from the City of Dayton at 359 Maryland Avenue.

The Northwest Branch will be going before the City of Dayton Board of Zoning Appeals at the end of February for zoning approval. Construction is scheduled to start in June 2014 pending approval.

Schematic design documents for the Main Library will be reviewed at the end of February. As part of the accelerated timetable, excavation for the addition is set for early October. The Webster Station Bar closed on February 8th and the tenants are expected to vacate the building by February 21st. The Drake's Gym lease expired in December 2013; the Executive Director will be talking to the owner about the timing of his relocation plans.

The final design development review has started for the Miami Township Branch and construction is scheduled to start in July. Miller-Valentine/Gem is looking for temporary branch location options. The Library is working with RTA on an easement and service agreement for the parking lot and driveway entry.

The Library is negotiating with PrintPoint to rent the retail space currently being used by Hauer to use for space for Temporary Main. The bid documents for the Operations Center are completed and permit submittal is pending. Temporary Main is included in the scope of work and bid invitations are scheduled for early March. Contract approval is anticipated for the April Board meeting, with construction starting in early May. The Hauer Building is on the potential Historic Landmark list, but voting will not take place until the fall.

SEGMENT 2 PROJECTS

The committee discussed factors impacting land acquisition for Segment 2 projects and the prospect of dividing this phase into two parts. Miller-Valentine/Gem is drafting a purchase contract for land adjacent to the New Lebanon Branch which is likely to be the first project ready for the design phase.

The Executive Director explained Architect selection for Segment 2 projects is targeted for completion in April. All firms pre-qualified in the RFQ are eligible.

BUDGET

The facilities plan is on budget after significant value engineering in the design development phase. The Executive Director shared that the MSR master plan may not have accurately identified all project costs. Segment two and later projects may be returned to original plan sizes versus the slightly larger sizes proposed in the pre-design phase.

DESIGN UPDATE

The Executive Director shared a slide show of current interior, exterior and landscape designs from DDC/G4 of Segment 1 facilities.

ADJOURNMENT

The President adjourned the meeting at 3:00 p.m.

DAYTON METRO LIBRARY

MINUTES OF THE BOARD FACILITIES COMMITTEE

Monday, April 7, 2014

TRUSTEES PRESENT: Barbara Hayde, Vice President; Margot Merz:
Jeanne Holihan, President

STAFF PRESENT: Tim Kambitsch, Executive Director; Tom Marchesano, Director of
Construction; Jayne Klose, Community Engagement Manager

CALL TO ORDER

Ms. Hayde called the meeting to order at 1:00 p.m. Jeanne Holihan, Board President joined the meeting at 1:10 p.m.

CURRENT PROJECTS

The Director of Construction reported that five of seven bid awards for the Operation Center will be brought to the April Board meeting: General Contractor, Fire Protection, Plumbing, Electrical, and Mechanical. The elevator bid is still pending. The site bid will be packaged with the adjacent lots for economies of scale. Technology and Security, Furnishings, and Signage will also be bid as packages. The design development budget reconciliation is completed for Miami Township and is in process for Northwest. Main is nearing completion of the Schematic Design phase.

The Library is exploring a phased expansion and renovation of the Miami Township Branch. Approximately 3,000 sq. ft. space within the building could be kept in operation during the initial phase of construction. Phasing the construction would be considerably more economical than leasing a temporary site for approximately one year. Coordination is still needed with Miami Township and RTA officials regarding parking needs during construction.

PROPERTY ACQUISITION

The Executive Director gave a status update on the following sites selection efforts:

- New Lebanon Branch: An offer has been made to the adjacent property owner. It is anticipated an agreement would be reached very soon.
- West Branch: The leaders from the faith-community, government, and nonprofit organizations have been identified for a series of meeting to begin the community dialogue about building a new West Dayton branch.

- Vandalia Branch: Bond counsel provided advice regarding possibility of a joint facility with the Vandalia Butler School District. Finding a workable solution for both the Library and the school district will continue when the new school fiscal officer has been hired.
- Wilmington-Stroop Branch & Rosewood Arts Center: It appears the current library branch site is the only viable option for the joint project, so it will likely the branch will stay in that location. If the City of Kettering is able to acquire the necessary adjacent land for the joint project, the library would contribute to improved access which is already an issue for patrons.
- Miamisburg Branch: The Executive Director and Miamisburg Branch Manager met with the City Manager, Mayor, and the Miamisburg City School District Superintendent about possible sites and good prospects and are being explored with the city and the school district.
- Southeast Branch: Options are limited for entry and exist from the site. The City of Dayton is asking the Library to consider entry from the Belmont High School.
- Burkhardt Ave. Replacement: Options are limited because of the strong desire to build a branch near the current location and readily accessible to patrons from both the City of Dayton and Riverside.

PARKING PLAN FOR LIBRARY CAMPUS & PLAN BOARD REQUIREMENT

The Plan Development of the Main Library campus will be presented to the Dayton City Commission on May 7, 2014. The plan calls for the Patterson Boulevard frontage of Lot B to be made available for Citywide Development Corporation to market for a potential housing development. Parking management plans for Lot C and Lot D will also be included in the presentation. The expansion of the Main Library into Cooper Park is a part of the development plan being forwarded to the City Commission.

RE-SEQUENCING PROJECTS & SEGMENT II ARCHITECT SELECTION

Site acquisition complications may necessitate some changes in the scheduling of remaining projects. Options were discussed including a subdivision of Segment 2 into two parts. Architect selection and design work could begin soon on the new branch in New Lebanon and the renovation of the Kettering-Moraine Branch. Ideally, the Vandalia Branch and the West Branch will also stay in this segment. The Executive Director will explore these options further and bring a recommendation to the Board.

OTHER BUSINESS

There may need to be special Board meetings called in late June and late August to award bids for Technology and Miami Township.

ADJOURNMENT

The meeting was adjourned at 3:15 p.m.

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES COMMITTEE

Monday, May 12, 2014

TRUSTEES PRESENT: Jeanne Holihan, Board President; Margot Merz
Barbara Hayde, Vice President

STAFF PRESENT: Tim Kambitsch, Executive Director; Jayne Klose, Community
Engagement Manager

CALL TO ORDER

Ms. Holihan called the meeting to order at 1:00 p.m.

SEGMENT 1 UPDATE

The Dayton City Commission approved the Plan Development submittal for Main, including the acquisition of an additional portion of Cooper Park. Final paperwork is pending. Construction starts on the Operations Center the week of May 19th. The Library is still waiting for the vendor (Doug Harnish) to provide the property valuation for Miami Township. This information is necessary to move forward on the purchase of parking space from RTA.

The Committee discussed potential names for the Northwest Branch as suggested by the ad agency. Geographic names were preferred (e.g. Northwest Branch, Philadelphia Drive Branch) over the proposed Northview name.

The Northwest groundbreaking will be held on Tuesday, June 24th from 11:00 a.m. to 12:30 p.m. The celebratory launch of the new Miami Township Branch will be held on Tuesday, July 1 at 9:30 a.m. to coincide with the opening of the temporary branch and the beginning of construction.

INCLUSION GOALS

The initial bid awards are tracking very well with the inclusion goals. The Library has met or exceeded four targets to date, and the remaining two are less than one percentage point from the goal. (See chart below.)

	Goal %	Projected %	Variance
Minority Business Enterprise (MBE)	17.00%	17.74%	0.74%
MBE Procurement Enhancement Program (PEP)	9.00%	8.20%	-0.80%
Women Business Enterprise (WBE)	5.00%	38.64%	33.64%
WBE PEP	2.00%	17.58%	15.58%

Local Business Enterprise	70.00%	73.95%	3.95%
Montgomery County	60.00%	59.10%	-0.90%

SEGMENT 2 UPDATE

The Executive Director gave a status update on property acquisition for the following sites.

- New Lebanon
- Brookville
- Burkhardt
- Miamisburg

The Committee discussed the design selection process for Segment 2. All pre-qualified firms are eligible for consideration. The top ranked firms were asked to submit a qualifications update. The Dayton Design Collaborative has proposed taking on additional local partner(s) to participate in the remaining segments.

OTHER BUSINESS

There were 232 votes submitted for the art inspiration pieces for the E.C. Doren terrace. *Stacks in Celebration* and *Scenes in Yosemite Valley* were chosen and included in the RFP criteria for the artists.

The Committee viewed an image of the proposed monument signs for the new buildings.

Research is still underway regarding Automated Materials Handling and RFID technology. An initial report is anticipated to go to the Board in May, but action will likely not be taken before June.

ADJOURNMENT

The meeting was adjourned at 3:00 p.m.

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING
Tuesday, June 17, 2014

TRUSTEES PRESENT: Jeanne Holihan, Board President; Margot Merz

STAFF PRESENT: Tim Kambitsch, Executive Director; Tom Marchesano, Director of Construction; Jayne Klose, Community Engagement Manager

CALL TO ORDER

Ms. Holihan called the meeting to order at 1:00 p.m. It was officially noted that there was not a quorum.

SEGMENT 1 UPDATE

Demolition has started on the stair tower at the Operations Center. Bricks are being removed by hand to avoid damage to the building.

Bids for the site work and foundation are due for Northwest on Friday, June 20th and for Miami Township on Monday, June 23rd. It is anticipated the bid awards will be presented to the Board on Wednesday, June 25th for approval. The bids will not be ready for inclusion in the Board packet, but information will be emailed and/or distributed at the meeting.

The Executive Director shared the arborist's report on the trees in Cooper Park with two concerned neighbors last week. As a result of information gained from that report, the Library will not try to save the sycamore tree. The neighborhood representatives agreed that replacing it would be more fiscally responsible and overall were pleased with the Library's planned improvements of the park.

Miami Township began providing services out of its first transitional space within the current building on June 9th. The branch will move into larger, longer-term temporary space on July 1st. The final temporary location will be within the new addition when it is completed. Although on a smaller scale, services can continue largely uninterrupted from the regular location. The Library has an agreement in principle with RTA regarding the parking lot; a purchase agreement may be ready for the June Board meeting.

The Committee discussed potential names for the Northwest Branch. It was determined that more input was needed and the current working title will continue to be used in the meantime.

There has been a good response to the Northwest Groundbreaking event scheduled for June 24th from 11:00 a.m. to 12:30 p.m. Due to space constraints, the Miami Township event on July 1st

was planned as a smaller public ceremony when the branch reopens at 9:30 a.m. However, refreshments will be served all day for patrons who stop by.

SEGMENT 2 UPDATE

The Committee discussed the potential projects for Segment 2. New Lebanon, Brookville, Vandalia and Kettering-Moraine are expected to be in the next round of projects. Miamisburg is also a strong possibility. The Library hopes that another City of Dayton project will also be in this segment – possibly the West Branch and/or Burkhardt. Efforts continue to acquire land, gain consensus, and forge agreements with the necessary partners for all the remaining projects.

The Dayton Design Collaborative and two additional qualified design firms from the Segment One design selection process were invited to update their qualifications. Negotiations are underway in anticipation of a recommended set of design firms for Board approval at the July meeting.

John Poe Architects have been invited joined the Dayton Design Collaborative which expands the local architects of record available for the next phase. Group 4 is interested in continuing to provide library expertise in a consultative role.

OTHER BUSINESS

The Executive Director had conversations with the City of Dayton and Dayton Public Schools regarding property adjacent to Belmont High School for the Southeast Branch.

The need to keep the timeline moving aggressively was discussed. Projects will continue to move and the original segments will continue to shift.

ADJOURNMENT

The meeting was adjourned at 2:45 p.m.

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES COMMITTEE

Monday, July 7, 2014

TRUSTEES PRESENT: Jeanne Holihan, Board President; Barbara Hayde; Elaine Johnson

STAFF PRESENT: Tim Kambitsch, Executive Director; Tom Marchesano, Director of Construction; Jayne Klose, Community Engagement Manager

CALL TO ORDER

Ms. Holihan called the meeting to order at 1:00 p.m. It was officially noted that there was not a quorum.

EXECUTIVE SESSION

It was recommended that the Facilities Committee 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)(2) of the Ohio Revised Code to discuss land acquisition.

After discussion, the committee returned to open session. No formal action was taken while in Executive Session.

SUPPLIER DIVERSITY INITIATIVE

Belinda Matthews Stenson, Director Minority Business Partnership, has asked the Dayton Metro Library to participate in the Dayton Area Chamber of Commerce Minority Business Partnership Supplier Diversity Initiative. Currently there are 25 members who have signed on to be Committed Buyer Organizations for overall purchasing and/or for a major project. Skanska is already tracking and reporting the construction expenditures. Other expenditures that might be tracked and reported include design work, miscellaneous engineering, FF&E, and technology. Local options are limited in some of these categories. It was agreed that the Library will join the Supplier Diversity Initiative with a clear understanding by the Minority Business Partnerships of the limitations created by our unique needs such as specialized library furniture and technology.

SEGMENT 1 UPDATE

Director of Construction, Tom Marchesano, reported that work at the Electra C. Doren Branch and the Operations Center is moving along. The fence at the Northwest site should be installed the week of July 14th, with site work starting shortly thereafter. Miami Township site work will

begin in early August. The Main Steering Committee will review the Main Design Documents on July 14th. Library Construction Project Manager, Peter Maxwell, is beginning to plan for the move to Temporary Main. The Segment 1 budget update to be presented at the Board meeting in July will show all projects within budget.

SEGMENT 2 UPDATE

Mr. Marchesano explained the Construction Manager (CM) qualifications update process. The selection process for a CM will mirror the selection process for architects and consistent with the Request for Qualification (RFQ) process required in the Ohio Revised Code. Later this month an email asking for any new information will go out to the top two qualified firms from the RFQ process completed in 2013. It will be necessary to select the Segment 2 CM before the end of Schematic Design which could occur for the first of the Segment 2 branches in early fall.

OTHER BUSINESS

No other business was brought before the committee.

ADJOURNMENT

The meeting was adjourned at 2:20 p.m.

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES COMMITTEE
Monday, August 18, 2014

TRUSTEES PRESENT: Jeanne Holihan, Board President; Annesa Cheek; Barbara Hayde;
Elaine Johnson; Margot Merz.

STAFF PRESENT: Tim Kambitsch, Executive Director; Tom Marchesano, Director of Construction;
Jayne Klose, Community Engagement Manager; Diane Farrell, Director of External
Relations and Development; Chuck Duritsch, Manager of External Relations.

Guests: Cory Frolik, Dayton Daily News; Adrian Taylor, Minority Business Partnership; Al Washington.

CALL TO ORDER

Ms. Holihan called the meeting to order at 2:00 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

There were no additions or changes to the agenda.

SEGMENT 1 UPDATE

Tom Marchesano, Director for Library Construction, stated that recommendations would likely be presented at the special Board meeting on August 27, 2014 for the following bid awards: Operations Center elevator, steel package for Miami Township, possibly concrete for Miami Township, and the technology package for all of Segment 1 projects except Main.

Crews are moving dirt at Northwest and the construction fence is up at Miami Township. The Design Development budget reconciliation for Main was recently completed.

SEGMENT 2 CONSTRUCTION MANAGEMENT SERVICES

The Executive Director reminded the trustees of the Request for Qualifications process for Construction Management (CM) Services. Last summer four firms/teams were pre-qualified. Skanska/ATCS was recommended for Segment 1. This summer the top two pre-qualified firms were invited to provide updates for consideration for Segment 2. Both Skanska/ATCS and Shook/Wise submitted strong and efficient proposals. Ohio Revised Code prohibits using cost to select a CM. The selection must be qualification based, then an agreement negotiated to meet a budget target.

The review team determined it made sense to expand the CM support and will begin negotiations with Shook/Wise to try to reach an agreement to come before the Board in September. This decision is in keeping with Dayton Metro Library's commitment to bring as much local participation as possible into the facilities process. It also makes sense because there is significant overlap with Segments 1 and 2, coupled with the need to proceed quickly to minimize inflation-based cost escalation. Shook and Skanska worked as a team on the Miami Valley Hospital tower, so the Library can build on these strong resources and their successful track records to ensure capacity for our projects. The Executive Director and Director for Library Construction will proceed with negotiations and present a contract for approval to the Board.

INCLUSION UPDATE

The Executive Director announced that the Dayton Metro Library Inclusion Plan was well received by the Minority Business Partnership Leadership Council and the Chamber Executive Committee. The Library has joined the Chamber/MBP Buying Partnership for the facilities plan.

To date, the Library has exceeded its minority and women owned business goals and is very close on the aggressive 70% goal for local business enterprises. This is achieved by significant outreach and strategy because the Library is required by Ohio Revised Code to accept the lowest qualified bid (defined by bid bond, scope, etc.).

Mr. Al Washington requested to address the committee about the Inclusion Plan. Ms. Holihan explained the standard protocol, but granted him the floor. He expressed a desire to see more workers of color on job sites.

EXECUTIVE SESSION

It was recommended that the Facilities Committee 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)(2) of the Ohio Revised Code to discuss land acquisition.

A roll call vote was taken as follows:

Ms. Cheek, Aye
Ms. Johnson, Aye
Ms. Hayde, Aye
Ms. Holihan, Aye
Ms. Merz, Aye

Ayes: All
Nays: None

The Board entered Executive Session at 2:50 p.m. and returned to open session at 3:52 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)(2) of the Ohio Revised Code.

ADJOURNMENT

The meeting was adjourned at 3:55 p.m.

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES COMMITTEE

Monday, November 10, 2014, 3:00 p.m.

PRESENT: Bert Cream, Barbra Hayde, Jeanne Holihan,
Elaine Johnson, Margot Merz

PRESIDING: Jeanne Holihan, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 3:00 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

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

Ayes: All
Nays: None

NORTHWEST STRUCTURAL STEEL PACKAGE

SKANSKA/ATCS acting a Construction Manager/Advisor on behalf of the Dayton Metro Library issued an invitation to bid on the structural steel package of the Northwest Branch. Two (2) bids for were received by the bid due date October 24, 2014.

<u>Bidder</u>	<u>Amount</u>
Champion Bridge Company	\$1,042,598
Avenue Fabricating	\$1,180,426

These bids were presented to the Board and on a motion by Ms. Merz, seconded by Mr. Cream, the Board awarded Champion Bridge Company, Inc. the structural steel contract for the Northwest Branch for an amount not to exceed \$1,042,598.

PROJECT UPDATES

The Executive Director updated the Board on the Northwest HVAC bid award. There was a question the bid was incomplete because it was missing the bid bond certificate at the bid opening. After review by counsel regarding the wording of the bid specifications, it was determined that the bid was not in violation of the bid specification and therefore allowed to be awarded.

There was discussion regarding changes to the original designs in order to stay in budget. It was conveyed that while some square footage might be sacrificed in some areas the overall design would not change and will still reflect the needs and wants of the community.

There was also discussion regarding approvals for construction change orders. The Trustees agreed that, as long it is within the contingency amount, the team including the Director for Construction, the Executive Director and the Construction Management Advisor could approve the change orders without bringing them to the Board.

PROPERTY ACQUISITIONS

Jayne Klose, Community Engagement Manager, and the Executive Director went through a presentation showing the plans for the Segment II projects, including several possible locations for the new West Branch.

ADJOURNMENT

On a motion by Ms. Johnson, seconded by Ms. Merz, the Board adjourned at 4:55 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES COMMITTEE

Monday, December 8, 2014, 3:00 p.m.

PRESENT: Barbra Hayde, Jeanne Holihan,
Elaine Johnson, Margot Merz

PRESIDING: Jeanne Holihan, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 3:00 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 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

ELECTRA DOREN REOPENING

Jayne Klose, Community Engagement Manager, briefed the Board on the plans for the Electra Doren Branch reopening happening on Saturday, January 3, 2015. Ms. Holihan shared that she was asked if the Board would like to personally donate money to go towards flowers for the reopening.

EASEMENT TO CITY OF KETTERING

In 2004, the City of Kettering was granted an easement for the construction of a connecting path along Wilmington Ave. that would allow for the extension of the Iron Horse Bicycle Trail through the property that houses the Wilmington-Stroop Branch Library. The City of Kettering has now received some federal grant money to complete the proposed bike path. However, the easement granted in 2004 was not of sufficient size to meet federal specifications for the project. The City of Kettering has tendered an offer for expanded acreage.

After discussion by the Board, it was decided that the Executive Director proceed to an agreement with the City of Kettering for them to purchase the easement. There was also a recommendation to make sure the agreement was reviewed by legal counsel to ensure that access be granted to the library for the entrance/exit to the branch.

PROJECT UPDATES

Tom Marchesano, Director for Construction, updated the Board on the progress of Segment 1 projects.

PROPERTY ACQUISITIONS

The Board discussed the pros and cons of several different site for the new West Branch. No decision was made. The Executive Director will be talking with the City of Dayton next week to see what, if any, assistance they can provide towards developing any of the sites.

ADJOURNMENT

On a motion by Ms. Hayde, seconded by Ms. Johnson, the Board adjourned at 4:54 p.m.

Ayes: All

Nays: None