

DAYTON METRO LIBRARY

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES

Wednesday, June 26, 2024, 4:00 p.m.

PRESENT: Nolan Thomas, Sara Woodhull, Kelly Geers, Myla Cardona-Jones, David Williamson, Shannon Isom (in at 4:01 p.m.)

PRESIDING: Nolan Thomas, President

EXECUTIVE DIRECTOR: Jeffrey Trzeciak

FISCAL OFFICER: Hilary Ross Browning

CALL TO ORDER

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

OATH OF OFFICE

The Oath of Office was administered to all Board Members present, as well as the Fiscal Officer and Deputy Fiscal Officer, by Notary Public Gil Rutledge.

DECLARATION OF CONFLICTS OF INTEREST

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

APPROVAL OF AGENDA

On a motion by Ms. Geers, seconded by Ms. Woodhull, the agenda was approved by the Board.

Ayes: All
Nays: None

APPROVAL OF MINUTES

On a motion by Ms. Cardona-Jones, seconded by Ms. Geers, the minutes of the May 15, 2024 meeting were approved by the Board.

Ayes: All
Nays: None

CONSENT AGENDA

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

WORKSHOP HOURS

The Board authorized the attendance of the following staff members at the workshop/conference indicated below:

Michael Burke, Safety and Protective Services Officer, Safety and Protective Services, and Kirk Keller, Safety and Protective Services Officer, Safety and Protective Services, to attend the “Adult and Pediatric First Aid/CPR/AED” sponsored by True Community Certified and held in the Main Library on June 1, 2024. It is further recommended that registration in the amount of \$70.00 each be reimbursed by the Board.

LaShaunda Gates, Safety and Protective Services Officer, Safety and Protective Services, and Zachary Williamson, Safety and Protective Services Officer, Safety and Protective Services, to attend the “Adult and Pediatric First Aid/CPR/AED” sponsored by Focus Health and held in the Main Library on June 15, 2024. It is further recommended that registration in the amount of \$50.00 each be reimbursed by the Board.

PERSONNEL ACTIONS

The following personnel actions were approved by the Board:

APPOINTMENT

Edwin Adu, Older Adult Services Specialist, full-time, Grade 12, Equity, Diversity and Inclusion, effective June 2, 2024 at the rate of \$24.02 per hour.

Mike Burke, Safety and Protective Services Officer, full-time, Grade CE2, Safety and Protective Services, effective May 19, 2024 at the rate of \$19.00 per hour.

CHANGE IN LOCATION

Samantha Hixson, Patron Services Assistant, full-time, Grade 05, Electra C. Doren Branch Library, from Patron Services Assistant, full-time, Grade 05, Northwest Branch Library, effective June 30, 2024 at the rate of \$20.54 per hour.

LEAVE WITHOUT PAY

Edwin Adu, Older Adult Services Specialist, full-time, Grade 12, Equity, Diversity and Inclusion, effective August 19, 2024 for 80 hours for personal reasons.

Dieudonne Buzima, Patron Services Assistant, full-time, Grade 05, Patron Services, effective October 13, 2024 for 160 hours for education.

Courtney Motley, Information Services Assistant, 3/5-time, Grade 08, Northwest Branch Library, effective May 18, 2024 for 0.3 hours for illness.

PROMOTION

Moneeka Gentry-Stanifer, Children Services Librarian, full-time, Grade 11, Main Youth Services, from Information Services Assistant, full-time, Grade 08, Main Youth Services, effective June 16, 2024 at the rate of \$22.36 per hour.

RESIGNATION

Edwin Adu, Older Adult Services Specialist, full-time, Grade 12, Equity, Diversity and Inclusion, effective June 4, 2024.

Pamela Archer, Information Services Assistant, Substitute, Grade Sub08, Huber Heights Branch Library, effective December 30, 2023.

Joyce Clay-English, Patron Services Assistant, Substitute, Grade Sub05, Trotwood Branch Library, effective June 1, 2024.

Amanda Colvell, Information Services Assistant (Technology Emphasis), full-time, Grade 08, Information Services, effective May 23, 2024.

Lisa Coyle, Patron Services Assistant, Substitute, Grade Sub05, Miami Township Branch Library, effective May 16, 2024.

Kimberly Croft, Information Services Assistant, Substitute, Grade Sub08, Burkhardt Branch Library, effective June 15, 2024.

Honee Bee Edmonds, Patron Services Assistant, 4/5-time, Grade 05, Electra C. Doren Branch Library, effective May 14, 2024.

Teresa Guerra, Patron Services Assistant, full-time, Grade 05, Electra C. Doren Branch Library, effective June 30, 2024.

Katelyn Hannah, Information Services Assistant, Substitute, Grade Sub08, Southeast Branch Library, effective May 31, 2024.

Sara Hardin, Children Services Librarian, Substitute, Grade Sub11, Brookville Branch Library, effective June 1, 2024.

Mya Hartman, Information Services Assistant, Substitute, Grade Sub08, Information Services, effective May 23, 2024.

Cathy Hochadel, Information Services Librarian, Substitute, Grade Sub11, Wilmington-Stroop Branch Library, effective May 31, 2024.

Maria Hummel, Information Services Librarian, full-time, Grade 11, Southeast Branch Library, effective June 2, 2024.

Jennifer McConkey, Information Services Assistant, Substitute, Grade Sub08, Miami Township Branch Library, effective June 1, 2024.

Cindy McNally, Information Services Assistant, Substitute, Grade Sub08, Miami Township Branch Library, effective April 18, 2024.

Melinda Pigg, Patron Services Assistant, Substitute, Grade Sub05, New Lebanon Branch Library, effective June 1, 2024.

Melissa Rhoades, Information Services Assistant, Substitute, Grade Sub08, Vandalia Branch Library, effective May 31, 2024.

Holly Roeder, Patron Services Assistant, Substitute, Grade Sub05, Huber Heights Branch Library, effective May 31, 2024.

RETIREMENT

Jonathan Cline, Branch Library Manager, full-time, Grade S09, Electra C. Doren Branch Library, effective June 30, 2024, after more than 32 years of service.

RETURN TO APPOINTED POSITION

Giselle Spurgeon, Children Services Librarian, full-time, Grade 11, Wilmington-Stroop Branch Library, from Children Services Librarian, full-time, Grade 11, Main Youth Services, effective July 14, 2024 at the rate of \$25.69 per hour.

TERMINATION

Lane Hurd, Safety and Protective Services Officer, full-time, Grade CE2, Safety and Protective Services, effective May 17, 2024.

GIFTS AND GRANTS

The following Gifts and Grants were approved by the Board:

GIFTS

- \$10.00 from Jenifer Lamott on May 10, 2024.
- \$250.00 from Dr. Theodore and Monica Nicholas on May 10, 2024.
- \$100.00 from Jacquelyn Waggamon on May 11, 2024.
- \$100.00 from John Brooks on May 15, 2024.
- \$10.00 from Sachin Jindal on May 17, 2024.
- \$10.00 from Anthony Chambers on May 23, 2024.
- \$75.00 from Rob Hardy on May 23, 2024.

\$50.00 from Barbra DeLong on May 24, 2024.
 \$100.00 from Angelina Grosso on May 27, 2024.
 \$20.00 from Anonymous on June 3, 2024.
 \$100.00 from Jacquelyn Waggamon on June 3, 2024.
 \$280.00 from Jeffrey Trzeciak on June 4, 2024.
 \$10.00 from Jennifer Lamott on June 10, 2024.
 \$75.00 from Rob Hardy on June 13, 2024.
 \$25.00 from Molly Callicoat on June 15, 2024.
 \$10.00 from Christine Gregg on June 15, 2024.
 \$250.00 from Paul Woodie on June 16, 2024.
 \$10.00 from Sachin Jindal on June 17, 2024.
 \$100.00 from Alyssa Goodgame on June 18, 2024.
 \$20.00 from Lisa Purvis on June 18, 2024.
 \$250.00 from Melinda Eaton on June 19, 2024.

GRANTS

\$1,000.00 from Reynolds and Reynolds Associate Board Foundation on May 16, 2024.
 \$15,000.00 from PNC Foundation on May 28, 2024.
 \$5,000.00 from Mathile Family Foundation on June 21, 2024.

Ayes: All
 Nays: None

Ms. Isom joined the meeting at 4:01 p.m.

COMMENTS FROM THE GENERAL PUBLIC

There were no comments from the public.

MONTHLY FINANCIAL REPORT

The Monthly Financial Reports for May 2024 were included in the Board folder. Hilary Ross Browning, Fiscal Officer, gave a review of the Financials.

The following investments were approved:

Major Sources of Revenue, Uses, and Investments					
<u>Date</u>	<u>Source</u>	<u>Amount</u>	<u>Use in Operations</u>	<u>Investment</u>	<u>Where</u>
5/15/2024	PLF	1,726,978.00	1,726,978.00		
5/15/2024	RE Homestead	637,212.00	637,212.00	607,673.00	Debt Service
Total		2,364,190.00	2,364,190.00	607,673.00	

On a motion by Mr. Williamson, seconded by Ms. Woodhull, the May 2024 Financial Report was approved by the Board.

Ayes: All
Nays: None

OATH OF OFFICE

The Oath of Office was administered to Ms. Shannon Isom by Notary Public Gil Rutledge.

REVISED RESOLUTION REQUESTING THE COUNTY AUDITOR TO CERTIFY CERTAIN INFORMATION REGARDING AN ADDITIONAL 1.00 MILS FOR FIVE YEARS

Since its passage during the May 15, 2024 Board Meeting, the Montgomery County Auditor requested the Resolution be revised as detailed below. The Executive Director recommends that the Board vote to recertify the Resolution as amended:

WHEREAS, the electors of the Library district comprising of all school districts within Montgomery County except Centerville, Oakwood and Valley View Districts approved a 1.75 mil continuous tax levy in 2009 for the purposes of current expenses for the Dayton Metro Library; and,

WHEREAS, this Board of Library Trustees has determined that the current 1.75 mil tax levy will be insufficient to provide adequate funding for the necessary expenses in 2025 and subsequent years; and,

WHEREAS, in accordance with Division B) of the Section 5705.03 of the Revised Code, in order to submit the question of a tax levy pursuant to section 5705.192 and 5705.23 of the Revised Code, this Board must request that the Montgomery County Auditor certify (i) the total current tax valuation of the district and (ii) the dollar amount of revenue that would be generated by the requested tax levy;

NOW, THEREFORE, BE IT RESOLVED by the Board of Library Trustees of the Dayton Metro Library, County of Montgomery, State of Ohio, that:

Section 1. It is hereby determined and recited that the Dayton Metro Library was established as a county public library district to serve all school districts in Montgomery County, except the Centerville, Oakwood and Valley View Districts. Accordingly, this Board is charged with title, custody, control and maintenance of a public library and is entitled to proceed under Sections 5705.192 and 5705.23 of the Revised Code to initiate proceedings for the submission of the question of an Additional levy to the electors of that Library District at the election to be held on November 5, 2024.

Section 2. This Board hereby finds, determines and declares that the amount of the taxes which may be raised with the ten-mil limitation by levies on the current tax duplicate will be insufficient to provide an adequate amount for the necessary requirements of the Dayton Metro Library and that it is therefore necessary to request an Additional 1.00 mils tax levy outside of the ten-mil limitation and the increase will constitute a tax in excess of such limitation for the purpose of the current expenses of the Dayton Metro Library at a rate not

to exceed an Additional 1.00 mils for each one dollar of valuation, for Tax Year 2024 and Collection Year starting in January 2025, and to run for five (5) consecutive years.

Section 3. The Board requests the Montgomery County Auditor to certify to it both (i) the total current tax valuation of the Dayton Metro Library's district, and (ii) the dollar amount of revenue that would be generated by the proposed Additional 1.0 mil levy.

On a motion by Ms. Geers, seconded by Ms. Cardona-Jones, the motion was approved.

A **roll call** vote was taken as follows:

Mr. Thomas: Aye
Ms. Cardona-Jones: Aye
Ms. Geers: Aye
Ms. Isom: Aye
Mr. Williamson: Aye
Ms. Woodhull: Aye

Ayes: All
Nays: None

EXECUTIVE DIRECTOR'S REPORT

Jordan Ostrum, LGBTQIA+ Services Specialist, provided an overview of Dayton Metro Library's 2024 Pride Programming. These efforts began in May by assisting Pride Rocks, and continued in June through Dayton Pride, which was held in Cooper Park for the first time, and Kettering Pride. Upcoming events include the inaugural DML Pride event, which will be held from 6:30-9:00 p.m. on June 28th, and is an indoor movie screening, which is the area's only fully air-conditioned Pride event, to increase accessibility. Dayton Metro Library will also partner with the Neon and ThinkTV for Rainbow Families Day on June 29th, and will participate in Dayton Black Pride on August 3rd. Jordan also plans to establish programming in October in recognition of LGBTQ History Month.

CORRESPONDENCE

The Board received a resolution from the Montgomery County Court of Common Pleas, appointing Ms. Myla Cardona-Jones to the Board of Trustees of the Dayton Metro Library to fulfill a full term.

The Board received an amended resolution from the Montgomery County Court of Common Pleas, appointing Ms. Myla Cardona-Jones to the Board of Trustees of the Dayton Metro Library to fulfill a seven-year term effective June 1, 2024 until May 31, 2031. This order corrected a scrivener's error which had incorrectly recorded the full term's end date.

The Board received a letter dated June 13, 2024 from Dayton United for Human Rights expressing support for Dayton Metro Libraries and acknowledging the Library's role in advancing Dayton's Human Rights Movement.

AUGUST RETREAT

President Thomas asked his fellow Trustees whether they would be interested in holding a Board Retreat in August. Mr. Williamson expressed the value of revisiting and discussing the Strategic Plan, as well as spending more time with fellow Trustees. Ms. Woodhull stated that a Retreat may be especially useful for the new Trustees, and said that last year's Retreat was helpful for her.

President Thomas requested that a half-day Retreat be scheduled for a Saturday in August, to be held in a branch Community Room of the Library. This meeting's date, time and location will be shared with the public once finalized.

COLLECTIVE BARGAINING AGREEMENT

On a motion by Ms. Woodhull, seconded Ms. Isom, the Board approved a new one-year collective bargaining agreement with the Dayton Metro Library Staff Association. The agreement was ratified by the DMLSA membership on June 19, 2024.

Ayes: All
Nays: None

MANAGERIAL AND CONFIDENTIAL EMPLOYEES COMPENSATION PROGRAM

On a motion by Ms. Geers, seconded by Ms. Cardona-Jones, the Board approved the proposed Managerial and Confidential Employee Compensation Plan. This update recommends changes to all managers and confidential employees consistent with similar terms to the recently negotiated collective bargaining agreement.

Ayes: All
Nays: None

NEW BUSINESS

There was no new business brought before the Board.

DAYTON METRO LIBRARY BOARD OF TRUSTEES MEETING

The next regular meeting of the Dayton Metro Library Board of Trustees will be Wednesday, July 17, 2024 at 4:00 p.m. in the Main Library's Board Room.

ADJOURNMENT

On a motion by Ms. Woodhull, seconded by Ms. Cardona-Jones, the Board adjourned at 4:26 p.m.

Ayes: All
Nays: None