

DAYTON METRO LIBRARY

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES

Wednesday, February 23, 2026, 4:00 p.m.

PRESENT: David Williamson, Nolan Thomas, Sara Woodhull, Myla Cardona-Jones,  
Kelly Geers

PRESIDING: David Williamson, President

EXECUTIVE DIRECTOR: Jeffrey Trzeciak

FISCAL OFFICER: Westly Davis

CALL TO ORDER

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

DECLARATION OF CONFLICTS OF INTEREST

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

APPROVAL OF AGENDA

As a Special Meeting, this meeting agenda is unchanged from the rescheduled regular February 2026 meeting. No changes to the agenda were sought or suggested.

APPROVAL OF MINUTES

On a motion by President Williamson, seconded by Ms. Woodhull, the minutes of the Board meeting of January 28, 2026 were approved by the Board.

Ayes: All  
Nays: None

CONSENT AGENDA

On a motion by President Williamson, seconded by Ms. Geers, 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:  
Lynette Feliciano, Information Services Assistant, Burkhardt Branch Library, to participate in the “Managing Different Brains: A Neurodiversity Guide for Library Leaders” webinar being sponsored by Library Journal and School of Library Journal Professional

Development on March 25, 2026. It is further recommended that registration in the amount of \$99.00 be reimbursed by the Board.

Lauren Tappel, Director of Institutional Giving, External Relations, to attend the “International Public Library Fundraising Conference,” being sponsored by Library Support Network and held in Columbus, OH from June 7 through June 9, 2026. It is further recommended that registration in the \$478.67, mileage in the amount of \$298.20, and parking in the amount of \$24.00 be reimbursed by the Board.

## PERSONNEL ACTIONS

The following personnel actions were approved by the Board:

### APPOINTMENTS

Matt Bonin, Safety and Protective Services Officer, full-time, Grade CE2, Safety and Protective Services, Main Branch, effective February 22, 2026 at the rate of \$19.00 per hour.

Derrick Ferguson, Safety and Protective Services Officer, full-time, Grade CE2, Safety and Protective Services, Main Library, effective February 8, 2026 at the rate of \$19.00 per hour.

Geoff Liberacki, Safety and Compliance Assistant, full-time, Grade CE3, Safety and Protective Services, Main Library, effective February 8, 2026 at the rate of \$20.50 per hour.

Noah Rife, Computer Systems Administrator, full-time, Grade 12, Information Technology Services, Operations Center, effective January 25, 2026 at the rate of \$26.50 per hour.

Gabrielle Shivadecker, Homework Help Assistant, Substitute, Grade Sub08, Youth Services, effective January 25, 2026 at the rate of \$15.66

George Wijbrandus, Homework Help Assistant, Substitute, Grade Sub08, Youth Services, effective January 25, 2026 at the rate of \$15.66 per hour.

Melody Williams, Homework Help Assistant, Substitute, Grade Sub08, Youth Services, effective February 8, 2026 at the rate of \$15.66 per hour.

Sarah Withrow, Information Services Assistant, full-time, Grade 08, Outreach Services, Operations Center, effective February 8, 2026 at the rate of \$19.93 per hour.

### CHANGE IN GRADE, CHANGE IN POSITION

William McIntire, Data Assessment Director, full-time, Grade S10, Public Services Administration, from Public Services Director, full-time, Grade S11, Public Services Administration, effective February 8, 2026 at the rate of \$45.1428 per hour.

### INTERIM CHANGE IN POSITION

Rachel Gut, Interim Executive Director, full-time, Grade S17, Executive Administration, from Deputy Executive Director, full-time, Grade S15, Executive Administration, effective January 11, 2026 at the rate of \$81.6970 per hour.

PROMOTION

Erin Holten, Patron Services Assistant, full-time, Grade 05, Huber Heights Branch Library, from Library Aide, Huber Heights Branch Library, effective February 8, 2026 at the rate of \$17.25 per hour.

Jennifer Russell, Accountant, full-time, Grade 11, Finance, from Senior Accounting Clerk, full-time, Grade 08, Finance, effective January 25, 2026 at the rate of \$26.52 per hour.

Sydney Sukhee, Children Services Librarian, full-time, Grade 11, Northwest Branch Library, from Information Services Assistant, full-time, Grade 08, Northwest Branch Library, effective February 8, 2026 at the rate of \$23.95 per hour.

REHIRE AS SUBSTITUTE

Jeanette Taylor, Homework Help Assistant, Substitute, Grade Sub08, Youth Services, effective February 8, 2026 at the rate of \$15.66 per hour.

RESIGNATION

Christopher Blackford, Information Services Assistant, full-time, Grade 08, Brookville Branch Library, effective February 18, 2026.

Kirk Keller, Safety and Protective Services Officer, full-time, Grade CE2, Safety and Protective Services, effective January 31, 2026.

GIFTS AND GRANTS

The following Gifts and Grants were approved by the Board.

GIFTS

\$30,000.00 from the Friends of the Dayton Metro Library on February 12, 2026.

GRANTS

Dayton Metro Library did not receive any new Grants since the January 2026 Board of Trustees meeting.

CONTRACTS AND AGREEMENTS

The Board approved the following contracts and agreements:

*Brightly Origin*- for implementation and use of future costs software, Brightly Origin. Term is for 1 year in the amount of \$19,827.46.

*Older Adults Technology Services (OATS)*- an intellectual property license agreement with Older Adults Technology Services (OATS) will allow the Dayton Metro Library to use OATS's Senior Planet technology curriculum to teach tech classes in branches and the community to older adults. The license is free of charge.

*Lyrasis*- Twelve-month initial subscription with Lyrasis for ArchivesSpace hosting at a total cost of \$3,000.

*Nayax*- Cashless payment processing in support of new copy-print-fax service for patrons through TBS. Monthly fee of \$8.95 per month per credit card terminal and a processing fee of 5.95%. Total expenses will be dictated by use. No minimum charge or hold for patrons.

*Wright-Patt Credit Union*- An agreement which will remain in effect until December 31, 2028, in which Wright-Patt Credit Union agrees to pay \$50,000 per year (2026, 2027, 2028) to the Dayton Metro Library, totaling \$150,000. The Dayton Metro Library shall bring the Bookmobile to the WPCU Wellness Fair, recognize the Opportunity Center as “Sponsored by Wright-Patt Credit Union,” make library spaces available for use, and agrees to grant a Dayton Metro Library Foundation board seat for the term of the agreement.

Ayes: All  
Nays: None

COMMENTS FROM THE GENERAL PUBLIC

There were no comments from the general public.

MONTHLY FINANCIAL REPORT

The Monthly Financial Reports for January 2026 were included in the Board folder. Westly Davis, Fiscal Officer, gave a review of the Financials.

The following investments were approved:

<b>Major Sources of Revenue, Uses, and Investments</b>					
<u>Date</u>	<u>Source</u>	<u>Amount</u>	<u>Use in Operations</u>	<u>Investment</u>	<u>Where</u>
1/15/2026	PLF	\$1,571,744.01	\$1,571,744.01	-	
1/30/2026	RE Tax Receipts	\$775,865.01	\$537,566.00	\$238,299.01	Debt Service
<b>Total</b>		<b>\$2,347,609.02</b>	<b>\$2,109,310.01</b>	<b>\$238,299.01</b>	

On a motion by President Williamson, seconded by Mr. Thomas, the January 2026 Financial Report was approved by the Board.

Ayes: All  
Nays: None

EXECUTIVE DIRECTOR’S REPORT

The Executive Director shared that he had been out of the office for a month due to a personal issue. He thanked his team for their performance in his absence, specifically mentioning Rachel Gut, Deansai Myers, and Westly Davis for their efforts.

The Executive Director introduced:

- Aimee Adams, Brookville Branch Library Manager
- Kellie Schneider, the new Dayton Metro Library Foundation President

The Executive Director thanked Ms. Schneider for assuming this role, and stated that he looks forward to working together. He acknowledged that the Foundation gave a larger donation to the Library in 2025 than in any recent year. He thanked Debi Chess for nourishing this relationship, along with David Williamson and Kelly Geers, the prior and current Board Liaisons to the Foundation.

#### CLIMATE AND ENGAGEMENT REALIGNMENT STRATEGY UPDATE

The Executive Director shared that the Montgomery County Auditor's office has approved the contract with Training Marbles, which occurred the week prior to this meeting. Dyann McDowell has been scheduled to provide quarterly Board updates in April, July, and October. Now that the contract has been approved, efforts will begin in earnest to adopt the recommendations from the Climate Survey.

#### POLICY REVIEW

As was discussed during the January 22, 2025 Board of Trustees meeting, the Board began reviewing previously approved policies during each Board meeting.

Trustees were asked to familiarize themselves with "Policy AD 111- Time Keeping Guidelines" in advance of this meeting, as it was the policy for discussion.

Deansai Myers, Human Resources and Organizational Development Director, provided an overview of this policy. The Board did not recommend any changes to the policy.

It was recommended that the Board review "Policy AD 110- Security Officer Duties" in advance of the March 18, 2026 meeting.

#### NEW BUSINESS

It was announced that the Bookworm Café had a soft opening Thursday, February 12<sup>th</sup>. The Bookworm Café is operated by the same team that owns the Ugly Duckling. This project has been underway for close to a year, and the café will be open 9am-3pm Monday through Saturday. Co-branded merchandise with the Library will be released in future as part of this initiative.

Ms. Geers offered congratulations to the three staff members- Kerry Brookshire, John Elison and Peter Kilkelly- who saved a patron's life. They will be invited to a future Board meeting to be thanked in person for their heroism.

Troy-Miami County Public Library has decided to exit the consortium agreement with the Dayton Metro Library and Bradford Public Library effective the end of 2026. Even after the end of the

agreement, these patrons will still have access to the Dayton Metro Library collection (and vice versa) via SearchOhio. The agreement with Bradford Public Library remains in effect.

#### DAYTON METRO LIBRARY BOARD OF TRUSTEES RETREAT

The Board President announced that an August Board Retreat will be held. It was requested that Trustees send their availability for the Saturdays in August, in order to facilitate scheduling. They are further advised to send any recommended Retreat agenda items to the Board President, the Executive Director, and the Executive Services Manager.

#### DAYTON METRO LIBRARY BOARD OF TRUSTEES MEETING

The next regular meeting of the Dayton Metro Library Board of Trustees will be Wednesday, March 18, 2026 at 4:00 p.m. in the Board Room at the Main 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)(1) to discuss employment of a public employee.

On motion by Mr. Williamson, seconded by Ms. Woodhull, the Board went into Executive Session. A roll call vote was taken as follows:

Mr. Williamson, Aye  
Mr. Thomas, Aye  
Ms. Geers, Aye  
Ms. Woodhull, Aye  
Ms. Cardona-Jones, Aye

Ayes: All  
Nays: None

The Board entered Executive Session at 4:37 p.m. and returned to open session at 5:33 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

On a motion by President Williamson, seconded by Ms. Woodhull, the Board adjourned at 5:33 p.m.

Ayes: All  
Nays: None