

DAYTON METRO LIBRARY

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES

Wednesday, January 28, 2026, 4:00 p.m.

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

PRESIDING: David Williamson, President

DEPUTY EXECUTIVE DIRECTOR: Rachel Gut

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

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

Ayes: All  
Nays: None

APPROVAL OF MINUTES

On a motion by President Williamson, seconded by Ms. Woodhull, the minutes of the Board meeting of December 16, 2025 were approved by the Board.

Ayes: All  
Nays: None

On a motion by President Williamson, seconded by Ms. Woodhull, the minutes of the Special Board meeting of January 8, 2026 were approved by the Board.

Ayes: All

Nays: None

On a motion by President Williamson, seconded by Ms. Woodhull, the minutes of the Special Board meeting of January 21, 2026 were approved by the Board.

Ayes: All  
Nays: None

### CONSENT AGENDA

Mr. Thomas requested that the contract approval for Real Art be removed from the Consent Agenda and made the next item for individual Board consideration.

On a motion by President Williamson, seconded by Ms. Cardona-Jones, 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:

Kristen Allen-Vogel, Information Services Librarian, Information Services, Margaret Buck, Main Youth Services Manager, Main Youth Services, Dr. Karlos L. Marshall, Community Impact and Engagement Director, Community Impact and Engagement, Jordan Ostrum, Community Impact Specialist, Community Impact and Engagement, Robert Owens, Community Impact and Engagement Manager, Community Impact and Engagement, and Eric Pennington, Assistant Branch Library Manager, Southeast Branch Library, to attend the PLA 2026 Conference, sponsored by the Public Library Association and held in Minneapolis, MN, from April 1, 2026 through April 3, 2026. It is further recommended that registration in the amount of \$364.00 each, airfare in the amount of \$678.05 each, ground transportation in the amount of \$66.00 each, parking in the amount of \$40.00 each, lodging in the amount of \$476.64 each, and meals in the amount of \$322.00 each be reimbursed by the Board.

Laurel Spangler, Floating Information Services Assistant, Floating Department, to participate in the “Bringing the Science of Reading into Library Programming” webinar being sponsored by SWON on February 26, 2026. It is further recommended that registration in the amount of \$25.00 be reimbursed by the Board.

### PERSONNEL ACTIONS

The following personnel actions were approved by the Board:

#### APPOINTMENTS

Aimee Adams, Branch Library Manager, full-time, Grade S09, Brookville Branch Library, effective January 11, 2026 at the rate of \$37.0668 per hour.

Alaina Baldasare, Community Impact Specialist, full-time, Grade 12, Community Impact and Engagement, Main Library, effective January 25, 2026 at the rate of \$28.82 per hour.

Amanda Fritz, Event Operations Assistant, full-time, Grade 08, External Relations, Main Library, effective January 25, 2026 at the rate of \$19.93 per hour.

Rachel Powell, Branch Homework Help Liaison, full-time, Burkhardt Branch Library, effective January 25, 2026 at the rate of \$21.09 per hour.

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

#### LEAVE WITHOUT PAY

Alexandra Keith, Information Services Assistant, full-time, Grade 08, Brookville Branch Library, effective December 22, 2025 for 80.00 hours for vacation.

#### PROMOTION

Melissa Place, Senior Systems Technician, full-time, Grade 10, Information Technology Services, from Systems Technician, full-time, Grade 08, Information Technology Services, effective December 28, 2025 at the rate of \$24.98 per hour.

#### RESIGNATION

Loura Lawrence, Homework Help Assistant, Substitute, Grade Sub08, Youth Services, effective December 10, 2025.

Daria Dillard Stone, Parent Engagement Liaison, Substitute, Grade Sub12, Youth Services, effective January 25, 2026.

Dustin Voss, Safety and Protective Services Officer, full-time, Grade CE2, Safety and Protective Services, effective December 19, 2025.

#### RETIREMENT

Bev Barnes, Information Services Librarian, 3/5-time, Grade 11, West Carrollton Branch Library, effective March 20, 2026, after more than 20 years of service.

#### TERMINATION

Tylor Kane, Safety and Protective Services Officer, full-time, Grade CE2, Safety and Protective Services, effective January 5, 2026.

#### TUITION REIMBURSEMENT AGREEMENT

The Board approved the the Tuition Reimbursement Agreement between the Board and Rebecca Elliott, Patron Services Assistant, Wilmington-Stroop Branch Library, in order to attend the University of Kentucky, College of Communication and Information.

## TUITION REIMBURSEMENT

The Board approved each of the following Tuition Reimbursements:

Tracy Borders, Information Services Assistant, Huber Heights Branch Library, for the course “Public Library Management,” 3.0 credit hours, Indiana University Indianapolis, at a cost of \$1,506.75, for a total of \$1,506.75.

Rebecca Elliott, Patron Services Assistant, Wilmington-Stroop Branch Library, for the course “Archives and Manuscript Management,” 3.0 credit hours, University of Kentucky, at a cost of \$2,278.50, and the course “Information in Society,” 3.0 credit hours, at a cost of \$2,278.50, for a total of \$4,557.00.

Amanda Feuerstein, Information Services Assistant, West Carrollton Branch Library, for the course “Family Engagement in Libraries,” 3.0 credit hours, Indiana University Indianapolis, at a cost of \$1,506.75, and the course “Youth Services,” 3.0 credit hours, Indiana University Indianapolis, at a cost of \$1,506.75, for a total of \$3,013.50.

Ashley Jackson, Branch Homework Help Liaison, Vandalia Branch Library, for the course “Acquisition and Management of Knowledge and Information,” 3.0 credit hours, Indiana University Indianapolis, at a cost of \$1,506.75, and the course “Information Structures for the Web,” 3.0 credit hours, Indiana University Indianapolis, at a cost of \$1,506.75, and the course “Topics in Library and Information Science, 3.0 credit hours, Indiana University Indianapolis, at a cost of \$1,506.75, for a total of \$4,520.25.

Danielle Oh, Information Services Assistant, West Carrollton Branch Library, for the course “Academic Library Management,” 3.0 credit hours, Indiana University Indianapolis, at a cost of \$1,506.75, and the course, “Education of Information Users,” 3.0 credit hours, Indiana University Indianapolis, at a cost of \$1,506.75, for a total of \$3,013.50.

## GIFTS AND GRANTS

### GIFTS

The Board approved each of the following gifts:

\$10,000.00 from the Jean Barger Rice Trust on December 31, 2025.

### GRANTS

The Library has not received any new Grants since the December meeting.

## CONTRACTS AND AGREEMENTS

The Board approved the following contracts and agreements:

*Lavin Agency*- Speaker Agreement with George M. Johnson as part of the Natalie Clifford Barney Celebration. Fees total \$16,500.

*Montgomery County Environmental Services*- Presenter agreement with Montgomery County Environmental Services, with no costs associated.

*Stalk and Awe Geese Management Services*- Annual service agreements for continued Canadian Geese Control at West and Miami Township Branch Libraries, totaling \$3,500 per branch.

*Angry Vending*- One-year agreement to provide vending machine service at three DML locations: West Carrollton, Miami Township, and Miamisburg, with the potential to add more locations as mutually agreed by both parties.

*Visit Philadelphia*- Dayton Metro Library will serve as one of 50 Libraries in 50 States as a livestream host site for the “TED Democracy: Founding Futures Initiative” on June 13, 2026.

Ayes: All  
Nays: None

#### REAL ART CONTRACT

Upon request, the proposed contract agreement with Real Art was removed from the Consent Agenda. Mr. Thomas explained that, given the scope and size of this proposal, he felt it would be better for this to be tabled until a later meeting, at which point a presentation from the library can be made, and the item can be individually considered.

On a motion by Mr. Thomas, seconded by President Williamson, the Board voted to table the Real Art contract approval until a later meeting, where a staff member would provide a presentation explaining the project before the Board will vote whether to approve the contract.

Ayes: All  
Nays: None

#### COMMENTS FROM THE GENERAL PUBLIC

Lori Rotterman, President of the Dayton Metro Library Staffing Association, thanked the Board for their prompt response to the public records request concerning the 2025 employee climate survey. She stated that the findings mirrored concerns which had been expressed to Administration for years, and added it was hoped that more detailed information would be available.

She stated that DMLSA looks forward to the ways in which the suggestions and recommendations from the survey will be implemented. They look forward to working with Administration to create a more communicative and cooperative relationship to best serve the interests of the Library and its patrons.

She shared two items with the Board, a Dayton Daily News article detailing a Dayton Police Department effort to improve organizational culture, and a Book Riot post which shared survey results concerning library workers' mental health. She emphasized the importance of management and leadership, as noted in both sources.

MONTHLY FINANCIAL REPORT

The Monthly Financial Reports for December 2025 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>
12/15/2025	Public Library Fund	1,624,032.61	1,624,032.61		
<b>Total</b>		<b>1,624,032.61</b>	<b>1,624,032.61</b>		

On a motion by President Williamson, seconded by Mr. Thomas, the December 2025 Financial Report was approved by the Board.

Ayes: All  
Nays: None

The Fiscal Officer announced that the 2024 audit has been returned with no findings.

ANNUAL CONTRIBUTION TO DAYTON SOCIETY OF NATURAL HISTORY

The Executive Director recommended continued annual support of the Dayton Society of Natural History for the operation of the Boonshoft Museum of Discovery in the amount of \$15,000. In 1955 the Ohio Revised Code was amended to enable public libraries to contribute up to \$15,000 to support a local museum. This was enacted to facilitate the separation of the Dayton Public Library from its museum. The Library has continued to provide this annual support since the separation of the two organizations.

The Board President explained that this annual donation has been made since the library and museum separated, and this is a continuation of this policy.

On a motion by President Williamson, seconded by Ms. Geers, the Board approved annual support of the Dayton Society of Natural History in the amount of \$15,000.

Ayes: All  
Nays: None

TUITION REIMBURSEMENT

Prior to 2019, the Board has authorized a specific annual allocation for Tuition Reimbursement. The amount has ranged from \$15,000 to \$35,000. In 2018, the Board authorized \$30,000 as a maximum of the funds available and participants were reimbursed for approximately 75% of their eligible expense. In 2019, the Board approved changing from a fixed reimbursement amount to 75% of all eligible tuition expenses for calendar year 2019 regardless of the number of employees participating in the program.

In 2024, due to budget cuts and to be fiscally responsible, Dayton Metro Library changed to a reimbursement amount up to 65% of all eligible tuition expenses, not to exceed \$75,000 for calendar year 2024.

The Executive Director recommended and on a motion by President Williamson, seconded by Mr. Thomas, the Board approved a continuation of a 65% reimbursement, not to exceed \$75,000, for calendar year 2026.

Ayes: All  
Nays: None

#### POLICY REVIEW

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

Trustees were asked to familiarize themselves with “Policy AD 108- Public Request, Retention and Disposition Policy” in advance of this meeting, as it was the policy for discussion. A few minor procedural additions were suggested, and it was determined that this policy will be revisited at a future meeting after such changes are made.

It is recommended that the Board review “Policy AD 111- Time Keeping Guidelines” in advance of the February 18, 2026 meeting.

#### CULTURE AND ENGAGEMENT REALIGNMENT STRATEGY

Dyann McDowell of Training Marbles provided an overview of the Culture and Engagement Realignment Strategy, which has been developed in response to the 2025 DML Climate Survey. The six recommended areas of focus for the initiative are: 1) clarity in communication, 2) safety and support systems, 3) reporting and follow-through, 4) performance evaluations and advancement, 5) leadership development, and 6) accountability. Dyann stated that the goal of this effort is to restore trust, strengthen communication, improve safety, and create a more inclusive, supportive workforce. The Board President requested that Dyann provide quarterly updates at DML Board meetings.

On a motion by Mr. Thomas, seconded by President Williamson, the Board voted to adopt the proposed Culture and Engagement Realignment Strategy, direct the Executive Director to work with Training Marbles and his cabinet to implement the recommendations from the Training Marbles Executive Summary in the next 12 months, and to direct the Executive Director to provide the Board a progress report at each of the Dayton Metro Library’s regular Board of Trustees meetings.

Ayes: All  
Nays: None

### NEW BUSINESS

Rachel Gut, Deputy Executive Director, shared that the recent cold weather has impacted buildings. There have been three incidents involving water over the last 2 months across the system, including two events of freezing sprinklers or joints leading to water damage, recently at the Northmont and Miamisburg branches. In addition to weather, defective or incorrect equipment has led to some such incidents. There is a chance some 24-hour lobbies might be closed at night during the extreme cold to help avoid similar issues at other branches. Rachel commended the DML Facilities team for their work to address and minimize issues as they arose.

President Williamson announced that on January 23, 2026, a Strategic Symposium was held at Sinclair College, which lauded a number of DML programs for the impact they have had upon the community. President Williamson acknowledged and thanked DML staff for their work.

### DAYTON METRO LIBRARY BOARD OF TRUSTEES MEETING

The next regular meeting of the Dayton Metro Library Board of Trustees will be Wednesday, February 18, 2026 at 4:00 p.m. in the Community Room at the Burkhardt Branch Library.

### EXECUTIVE DIRECTOR COMPENSATION

On a motion by President Williamson, seconded by Ms. Woodhull, the Board voted to approve a 3% cost of living increase to the Executive Director's salary, retroactive to the pay period including July 1, 2025, and consistent with the increase approved for Managerial and Confidential Staff as voted during the December 16, 2025 Board of Trustees meeting.

Ayes: All  
Nays: None

### EXECUTIVE SESSION

While an Executive Session was called for in the agenda, the Board President determined there was no need for Executive Session in this meeting.

### ADJOURNMENT

On a motion by Mr. Thomas, seconded by President Williamson, the Board adjourned at 5:05 p.m.

Ayes: All  
Nays: None