

DAYTON METRO LIBRARY

AGENDA OF THE MEETING OF THE BOARD OF TRUSTEES

Wednesday, April 15, 2026, 4:00 p.m.

1. DECLARATION OF CONFLICTS OF INTEREST

Trustees have the opportunity to share any possible conflicts of interest involving issues and actions under consideration by the Board.

2. APPROVAL OF AGENDA - ACTION

The President will solicit from Trustees any additions or changes to the agenda.

3. APPROVAL OF MINUTES - ACTION

It is recommended that the Board take action on the minutes of the March 18, 2026 meeting of the Board.

4. CONSENT AGENDA - ACTION

All items on the Consent Agenda are considered to be routine in nature and will be enacted in one motion. There will be no separate discussion of these items unless a Board member so requests, in which event, the item will be removed from the Consent Agenda and considered as the first item after approval of the Consent Agenda.

A. WORKSHOP HOURS

It is recommended that the Board authorize the attendance of staff members at the workshop/conference as listed at the end of the agenda.

B. PERSONNEL ACTIONS

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

C. GIFTS AND GRANTS

It is recommended that the Board approve the gifts and grants as listed at the end of the agenda.

D. CONTRACTS AND AGREEMENTS

It is recommended that the Board approve the contracts and agreements as listed at the end of the agenda.

5. COMMENTS FROM THE GENERAL PUBLIC

RULES AND PROCEDURE FOR PUBLIC COMMENT

1. Comments and input from the public shall be confined to the Public Comment section of each Board meeting. In order to ensure efficient and productive meetings, interruptions from the public shall not be tolerated.
2. Members of the general public who wish to comment shall register prior to the meeting and acknowledge their intention to comply with these rules and procedures.
3. Speakers will be called in the order in which they register and asked to step forward to address the Board and have their comments recorded for the public record.
4. Unless approved by the Library's Executive Director no fewer than seven (7) days in advance, comments shall be limited in duration to three (3) minutes. This time limit may be waived by the Board President.
5. Speakers shall limit their comments to matters pertaining to Library business. Disorderly conduct by speakers or members of the public may result in a reduction in speaking time or removal from the meeting.
6. All comments shall be made to the Board as a whole rather than an individual Board or Library staff member and shall be presented with civility and courtesy. Any questions or requests for additional information directed to the Board will be addressed in a reasonable time after the meeting by a Library staff member.
7. Meeting attendees will refrain from applause or vocal expressions of approval or disapproval of any comment.
8. Persons who violate any of these rules may be ordered to finish their comments immediately and/or leave the meeting.
9. In the interest of time or order, the Board President may terminate the public comment session of any meeting and add the remaining speakers to the next meeting's agenda. The Board President shall rule on any procedural matter connected with any speaker and the ruling will be final.

6. MONTHLY FINANCIAL REPORT - ACTION

The Monthly Financial Report for March 2025 will be reviewed by the Fiscal Officer.

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>
3/13/2026	PLF	1,621,369.60	1,621,369.60		

Total	1,621,369.60	1,621,369.60	-
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7. EXECUTIVE DIRECTOR’S REPORT – INFORMATION

The Executive Director will update the Board on current library programs and services.

- Brooks Rainwater, President and CEO of the Urban Libraries Council, is in Dayton for a visit.

The Executive Director will introduce the following new managers and specialists:

- Alaina Baldasare, Community Impact Specialist
- Amy Burger, Major Gifts Manager

8. CLIMATE AND ENGAGEMENT REALIGNMENT STRATEGY UPDATE— INFORMATION

The Executive Director will provide an update regarding the implementation of the Climate and Engagement Realignment Strategy. Dyann McDowell of Training Marbles will be in attendance to provide an update.

9. RESOLUTION TO APPROVE EXECUTION OF CAPITAL PROJECT: OPERATIONS CENTER LOT B REPAIRS

WHEREAS, Parking Lot B at the Operations Center has experienced substantial deterioration as a result of inadequate subgrade support.

WHEREAS, existing conditions present safety hazards and interfere with safe and reliable access to parking.

WHEREAS, appropriate funds for this project have been determined to be available by the Fiscal Officer

WHEREAS, Dayton Metro Library requires board approval prior to execution of any and all capital projects

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Dayton Metro Library:

Section 1: That a contract, and subsequent Purchase Order not exceed \$133,000, barring any written change order requests, be approved for the Operations Center Lot B Repairs project.

10. RESOLUTION TO APPROVE EXECUTION OF CAPITAL PROJECT: OPERATIONS CENTER LED RETROFIT

WHEREAS, The Operations Center lighting system is nearing end of life and a whole building LED retrofit has been deemed necessary by the Facilities Director and

WHEREAS, Dayton Metro Library has determined the chosen contractor, Energy Optimizers USA; is a reliable vendor specializing in work with political subdivisions, and government entities and

WHEREAS, appropriate funds for this project have been determined to be available by the Fiscal Officer

WHEREAS, Dayton Metro Library requires board approval prior to execution of any and all capital projects

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Dayton Metro Library:

Section 1: That a contract, and subsequent Purchase Order not exceed \$59,340, be approved for the Operations Center LED Retrofit Project

11. POLICY REVIEW- INFORMATION

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

Trustees were asked to familiarize themselves with “Policy AD 112- Transitional Work Policy” in advance of this meeting, as it will be the policy for discussion.

It is recommended that the Board review “Policy AD 113- Truancy and Missing Person Inquiries” in advance of the May 20, 2026 meeting.

12. NEW BUSINESS

13. DAYTON METRO LIBRARY BOARD OF TRUSTEES MEETING

The next Special meeting of the Dayton Metro Library Board of Trustees will be Wednesday, May 20, 2026 at 4:00 p.m. in the Community Room at the New Lebanon Branch Library.

14. EXECUTIVE SESSION

It is 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) of the Ohio Revised Code to discuss the employment of public employees.

A roll call vote will be needed.

15. ADJOURNMENT – ACTION

CONSENT AGENDA ADDENDUM

A. WORKSHOP HOURS

It is recommended that the Board authorize the attendance of the following staff members at the workshop/conference indicated below:

Rachael Bussert, Local History Librarian, Special Collections, and Gideon McDaniel, Special Collections Director, Special Collections, to attend the “Society of Ohio Archivists/Midwest Archives Conference Joint Annual Meeting” being sponsored by Midwest Archives Conference and held in Columbus, OH, from May 14, 2026 through May 16, 2026. It is further recommended that registration in the amount of \$200.00 each, mileage in the amount of \$117.89 each, parking in the amount of \$57.75 each, lodging in the amount of \$414.00 each, and meals in the amount of \$200.00 each be reimbursed by the Board.

John Elison, Assistant Branch Library Manager, Northwest Branch Library, Allison Knight, Youth Services and Programming Director, Youth Services, Dr. Karlos L. Marshall, Community Impact and Innovation Director, Community Impact and Innovation, and Gideon McDaniel, Special Collections Director, Special Collections, to attend the “ALA Annual Conference and Exhibition,” sponsored by ALA and held in Chicago, IL from June 25, 2026 through June 28, 2026. It is further recommended that registration in the amount of \$450.00 each, airfare in an amount not to exceed \$322.68 each, ground transportation in an amount not to exceed \$115.06 each, parking in an amount not to exceed \$36.00 each, lodging in an amount not to exceed \$1,709.65 each, and meals in an amount not to exceed \$368.00 each be reimbursed by the Board.

B. PERSONNEL ACTIONS

It is recommended that the following **Appointments** be accepted:

Amy Burger, Major Gifts Manager, full-time, Grade S08, External Relations, Main Library, effective April 5, 2026 at the rate of \$34.6154 per hour.

Rachel Cohea, Children Services Librarian, full-time, Grade 11, Youth Services, Main Library, effective May 3, 2026 at the rate of \$23.95 per hour.

Lisa Hauser, Information Services Assistant, full-time, Grade 08, Brookville Branch Library, effective May 3, 2026 at the rate of \$19.93 per hour.

Emily Morgan, Children Services Librarian, full-time, Grade 11, Youth Services, Main Library, effective May 3, 2026 at the rate of \$23.95 per hour.

It is recommended that the following **Change in Location, Change in Position** be accepted:

Matt McKinley, Systems Technician, full-time, Grade 08, Information Technology Services, Operations Center, from Information Services Assistant, full-time, Grade 08, Burkhardt Branch Library, effective March 22, 2026 at the rate of \$20.54 per hour.

It is recommended that the following **Leave Without Pay** be accepted:

Cathy Brenner, Human Resources Assistant, full-time, Grade CE4, Human Resources, effective April 1, 2026 for 20.00 hours for medical leave.

Lynne Herring, Branch Homework Help Liaison, full-time, Grade 09, West Carrollton Branch Library, effective March 11, 2026 for 4.66 hours for illness.

Alexandra Keith, Information Services Assistant, full-time, Grade 08, Brookville Branch Library, effective April 1, 2026 for 6.2 hours for illness.

Dan Nelson, Patron Services Assistant, full-time, Grade 05, Electra C. Doren Branch Library, effective March 26, 2026 for 8.90 hours for personal reasons.

Jules Williams, Information Services Assistant, full-time, Main Youth Services, effective December 10, 2025 for 6.90 hours for illness.

It is recommended that the following **Promotion, Change in Location** be accepted:

Dani Gustavich, Assistant Branch Library Manager, full-time, Grade S07, Northmont Branch Library, from Children Services Librarian, full-time, Grade 11, Electra C. Doren Branch Library, effective April 5, 2026 at the rate of \$31.4356 per hour.

It is recommended that the following **Resignation** be accepted:

Sarah Beavers, Information Services Librarian, full-time, Grade 11, Information Services, effective April 19, 2026.

Maggie Simon, Accounting Manager, full-time, Grade S08, Finance, Main Library, effective April 24, 2026.

Ryan Thurston, Safety and Protective Services Officer, full-time, Grade CE2, Safety and Protective Services, effective March 11, 2026.

It is recommended that the following **Termination** be accepted:

Kapreice Brooks, Information Services Assistant, full-time, Grade 08, Youth Services, Main Library, effective March 30, 2026.

C. GIFTS AND GRANTS

It is recommended that the following **Gifts** be accepted:

The Library has received no new gifts since the March meeting.

It is recommended that the following **Grants** be accepted:

The Library has received no new grants since the March meeting.

D. CONTRACTS AND AGREEMENTS

It is recommended that the following Contracts and Agreements be accepted:

ASI: A Scope of Work from ASI Signage to update the Main Library's Donor Wall to reflect newer donors. Total cost of \$47,450.

Specialty Vehicle Services (SVS): A consignment agreement with Specialty Vehicles to assist in the sale of the system's prior Bookmobile. SVS shall be compensated 10% of the final sale price.