

DAYTON METRO LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES

Wednesday, May 20, 2026, 4:00 p.m.

PRESENT: David Williamson, Nolan Thomas, Kelly Geers, Myla Cardona-Jones, Shannon Isom

PRESIDING: David Williamson, President

EXECUTIVE DIRECTOR: Jeffrey Trzeciak

FISCAL OFFICER: Westly Davis

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 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

Abstentions: None

APPROVAL OF MINUTES

On a motion by President Williamson, seconded by Mr. Thomas, the minutes of the Board meeting of April 15, 2026 were approved by the Board.

Ayes: All

Nays: None

Abstentions: 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:

Claudine Bennett, External Relations Manager, External Relations, 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, airfare in an amount not to exceed \$322.68, ground transportation in an amount not to exceed \$115.06, parking in an amount not to exceed \$36.00, lodging in an amount not to exceed \$1,709.65, and meals in an amount not to exceed \$368.00 be reimbursed by the Board.

Claudine Bennett, External Relations Manager, External Relations, to attend "Finding Peace Under Pressure" being sponsored by Dayton Chamber of Commerce and held in Tipp City, OH on June 12, 2026. It is further recommended that registration in the amount of \$100.00 and mileage in the amount of \$20.30 be reimbursed by the Board.

Claudine Bennett, External Relations Manager, External Relations, to attend "Lessons Learned from the National Spotlight: Springfield, Ohio" sponsored by the Public Relations Society of America and held in Dayton, OH on May 14, 2026. It is further recommended that registration in the amount of \$40.00 and mileage in the amount of \$2.90 be reimbursed by the Board.

Amy Burger, Major Gifts Manager, External Relations, to attend the "International Public Library Fundraising Conference," being sponsored by the Library Support Network and held in Columbus, OH from June 8, 2026 through June 9, 2026. It is further recommended that registration in the amount of \$531.71, mileage in the amount of \$205.90, and parking in the amount of \$16.00 be reimbursed by the Board.

Amy Burger, Major Gifts Manager, External Relations, to participate in the "Securing Major Gifts" webinar sponsored by Kindsight on June 7, 2026. It is further recommended that registration in the amount of \$89.00 be reimbursed by the Board.

Katie Indoe, Programming Assistant, Youth Services, to participate in the "American Sign Language for Library Staff: Level 1" webinar series being sponsored by ALA beginning May 4, 2026 and ending June 14, 2026. It is further recommended that registration in the amount of \$309.00 be reimbursed by the Board.

Erica Spilger, Archival Assistant, 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 \$250.00,

mileage in the amount of \$117.89, parking in the amount of \$57.75, and meals in the amount of \$200.00 be reimbursed by the Board.

Nathan Whittaker, Facilities Technician, Facilities, to attend "Lift Certification" sponsored by Miami Industrial Trucks, and held in Moraine, OH on May 12, 2026. It is further recommended that registration in the amount of \$110.00 and mileage in the amount of \$30.45 be reimbursed by the Board.

PERSONNEL ACTIONS

The following personnel actions were approved by the Board:

APPOINTMENTS

Rae Coatie, Accountant, full-time, Grade 11, Finance, Main Library, effective May 17, 2026 at the rate of \$27.04 per hour.

Amanda Kunka, Safety and Protective Services Officer, full-time, Grade CE2, Safety and Protective Services, effective May 17, 2026 at the rate of \$19.00 per hour.

Jackson Sawyer, Information Services Assistant, full-time, Grade 08, Northwest Branch Library, effective April 19, 2026 at the rate of \$19.93 per hour.

CHANGE IN LOCATION, CHANGE IN POSITION

Ann Riegle Crichton, The Center for Community Impact and Innovation Manager, fulltime, Grade S07, Community Impact and Innovation, from Community Development Manager, full-time, Grade S07, Community Impact and Engagement, effective April 5, 2026 at the rate of \$32.2327 per hour.

Dr. Karlos L. Marshall, Community Impact and Innovation Director, full-time, Grade S11, Community Impact and Innovation, from Community Impact and Engagement Director, full-time, Grade S11, Community Impact and Engagement, effective April 5, 2026 at the rate of \$52.9173 per hour.

Robert Owens, Community Impact and Innovation Manager, full-time, Grade S07, Community Impact and Innovation, from Community Impact and Engagement Manager, full-time, Grade S07, Community Impact and Engagement, effective April 5, 2026 at the rate of \$32.1360 per hour.

CHANGE IN TITLE

Paul Armstrong, Student Success Assistant, Substitute, Grade Sub08, Youth Services, from Homework Help Assistant, Substitute, Grade Sub08, Youth Services, effective April 5, 2026 at the rate of \$15.66 per hour.

Hannah Baker, Student Success Assistant, Substitute, Grade Sub08, Youth Services, from Homework Help Assistant, Substitute, Grade Sub08, Youth Services, effective April 5, 2026 at the rate of \$15.66 per hour.

Jenna Elam, Student Success Assistant, Substitute, Grade Sub08, Youth Services, from Homework Help Assistant, Substitute, Grade Sub08, Youth Services, effective April 5, 2026 at the rate of \$15.66 per hour.

Jennifer Geraghty, Student Success Assistant, Substitute, Grade Sub08, Youth Services, from Homework Help Assistant, Substitute, Grade Sub08, Youth Services, effective April 5, 2026 at the rate of \$15.66 per hour.

Liz Hale, Student Success Manager, full-time, Grade S07, Youth Services, from Homework Help Manager, full-time, Grade S07, Youth Services, effective April 5, 2026 at the rate of \$30.9000 per hour.

Sheri Heath, Student Success Assistant, Substitute, Grade Sub08, Youth Services, from Homework Help Assistant, Substitute, Grade Sub08, Youth Services, effective April 5, 2026 at the rate of \$15.66 per hour.

Lynne Herring, Student Success Liaison, full-time, Grade 09, West Carrollton Branch Library, from Branch Homework Help Liaison, full-time, Grade 09, West Carrollton Branch Library, effective April 5, 2026 at the rate of \$21.09 per hour.

Ashley Jackson, Student Success Liaison, full-time, Grade 09, Vandalia Branch Library, from Branch Homework Help Liaison, full-time, Grade 09, Vandalia Branch Library, effective April 5, 2026 at the rate of \$21.09 per hour.

John Jennings, Student Success Assistant, Substitute, Grade Sub08, Youth Services, from Homework Help Assistant, Substitute, Grade Sub08, Youth Services, effective April 5, 2026 at the rate of \$15.66 per hour.

Bev Kaiser, Student Success Liaison, full-time, Grade 09, Southeast Branch Library, from Branch Homework Help Liaison, full-time, Grade 09, Southeast Branch Library, effective April 5, 2026 at the rate of \$21.09 per hour.

Amanda Magoteaux, Student Success Assistant, Substitute, Grade Sub08, Youth Services, from Homework Help Assistant, Substitute, Grade Sub08, Youth Services, effective April 5, 2026 at the rate of \$15.66 per hour.

Maureen Manning, Student Success Assistant, Substitute, Grade Sub08, Youth Services, from Homework Help Assistant, Substitute, Grade

Sub08, Youth Services, effective April 5, 2026 at the rate of \$15.66 per hour.

Colin Morrison, Student Success Liaison, full-time, Grade 09, Northwest Branch Library, from Branch Homework Help Liaison, full-time, Grade 09, Northwest Branch Library, effective April 5, 2026 at the rate of \$21.09 per hour.

Rachel Powell, Student Success Liaison, full-time, Grade 09, Burkhardt Branch Library, from Branch Homework Help Liaison, full-time, Grade 09, Burkhardt Branch Library, effective April 5, 2026 at the rate of \$21.09 per hour.

Derek Pridemore, Student Success Liaison, full-time, Grade 09, West Branch Library, from Branch Homework Help Liaison, full-time, Grade 09, West Branch Library, effective April 5, 2026 at the rate of \$21.09 per hour.

Anna Richardson, Student Success Assistant, Substitute, Grade Sub08, Youth Services, from Homework Help Assistant, Substitute, Grade Sub08, Youth Services, effective April 5, 2026 at the rate of \$15.66 per hour.

Gabrielle Shivadecker, Student Success Assistant, Substitute, Grade Sub08, Youth Services, from Homework Help Assistant, Substitute, Grade Sub08, Youth Services, effective April 5, 2026 at the rate of \$15.66 per hour.

Martin Sluk, Student Success Liaison, full-time, Grade 09, Trotwood Branch Library, from Branch Homework Help Liaison, full-time, Grade 09, Trotwood Branch Library, effective April 5, 2026 at the rate of \$21.09 per hour.

Jakara Smith, Student Success Assistant, Substitute, Grade Sub08, Youth Services, from Homework Help Assistant, Substitute, Grade Sub08, Youth Services, effective April 5, 2026 at the rate of \$15.66 per hour.

Barbara Ward, Student Success Assistant, Substitute, Grade Sub08, Youth Services, from Homework Help Assistant, Substitute, Grade Sub08, Youth Services, effective April 5, 2026 at the rate of \$15.66 per hour.

George Wijbrandus, Student Success Assistant, Substitute, Grade Sub08, Youth Services, from Homework Help Assistant, Substitute, Grade Sub08, Youth Services, effective April 5, 2026 at the rate of \$15.66 per hour.

Melody Williams, Student Success Assistant, Substitute, Grade Sub08, Youth Services, from Homework Help Assistant, Substitute, Grade

Sub08, Youth Services, effective April 5, 2026 at the rate of \$15.66 per hour.

Lily Wissler, Student Success Assistant, Substitute, Grade Sub08, Youth Services, from Homework Help Assistant, Substitute, Grade Sub08, Youth Services, effective April 5, 2026 at the rate of \$15.66 per hour.

INTERIM CHANGE IN POSITION

Jennifer Russell, Accounting Manager, full-time, Grade S08, Finance, from Accountant, full-time, Grade 11, Finance effective April 19, 2026 at the rate of \$32.4981 per hour.

LEAVE WITHOUT PAY

Ashley Jackson, Student Success Liaison, full-time, Grade 09, Vandalia Branch Library, effective May 20, 2027 for 40.00 hours for personal reasons.

Jackson Sawyer, Information Services Assistant, full-time, Grade 08, Northwest Branch Library, effective June 1, 2026 for 40.00 hours for personal reasons.

Jackson Sawyer, Information Services Assistant, full-time, Grade 08, Northwest Branch Library, effective August 3, 2026 for 40.00 hours for personal reasons.

Nathan Whittaker, Facilities Technician, full-time, Grade 09, Facilities, effective May 5, 2026 for 32.00 hours for vacation.

Jules Williams, Information Services Assistant, full-time, Grade 08, Main Youth Services, effective April 23, 2026 for 5.15 hours for illness.

PROMOTION, CHANGE IN LOCATION

Steve Moser, Assistant Branch Library Manager, full-time, Grade S07, Miami Township Branch Library, from Teen Services Librarian, full-time, Grade 11, Trotwood Branch Library, effective June 28, 2026 at the rate of \$34.5668 per hour.

RESIGNATION

Alaina Baldasare, full-time, Grade 12, Community Impact Specialist, Community Impact and Innovation, effective May 21, 2026.

Kerry Brookshire, full-time, Grade CE2, Safety and Protective Services Officer, Safety and Protective Services, effective May 4, 2026.

Alexandria Kepple, Homework Help Assistant, Sub08, Youth Services, effective April 9, 2026.

Anna Richardson, Student Success Assistant, Grade Sub08, Youth Services, effective May 12, 2026.

Gil Rutledge, full-time, Grade S06, Executive Services Manager, Executive Administration, effective May 22, 2026.

Gabrielle Shivadecker, Student Success Assistant, Grade Sub08, Youth Services, effective May 7, 2026.

Zachary Williamson, full-time, Grade CE2, Safety and Protective Services, Officer, Safety and Protective Services, effective May 12, 2026.

TERMINATION

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

TUITION REIMBURSEMENT

It is recommended that the Board approve reimbursement for the following individuals for the course indicated once it has been successfully completed, and as funds are available, as defined in the Tuition Reimbursement Agreement:

Amanda Feuerstein, Information Services Assistant, West Carrollton Branch Library, for the course "Grant Writing for Libraries" Indiana University-Indianapolis, 3.0 credit hours, at a cost of \$1,506.00 and the course "Handling Book Challenges," Indiana University-Indianapolis, 3.0 credit hours, at a cost of \$1,506.00 for a total of \$3,012.00.

GIFTS AND GRANTS

The following gifts and grants were approved by the Board:

GIFTS

The Library has received no new gifts since the April 2026 meeting.

GRANTS

\$110,000 from the Dayton Metro Library Foundation to support the roof repair that the Kettering-Moraine Branch.

\$7,500 from the CenterPoint Energy Foundation to support 2026 Summer Reading Challenge.

\$50,000 from Wright Patt Credit Union to support The Center

\$2,000 from the State Library of Ohio to support 2026 Summer Reading Challenge

CONTRACTS AND AGREEMENTS

The following Contracts and Agreements were approved by the Board:

National Afro-American Museum and Cultural Center: A memorandum of understanding with the NAAMCC for a Paul Laurence Dunbar display.

ReDesign: An agreement with ReDesign, the company which scored highest for DML’s Data Center RFP.

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 April 2026 were included in the Board folder. Westly Davis, Fiscal Officer, gave a review of the Financials.

The following investments were approved:

Major Sources of Revenue, Uses, and Investments					
Date	Source	Amount	Use in Operations	Investment	Where
4/15/2026	PLF	1,571,744.00	1,571,744.00		
4/17/2026	RE Taxes	3,742,658.00	2,783,324.00	959,333.78	Debt Service
Total		5,314,402.00	4,355,068.12	959,333.78	

On a motion by President Williamson, seconded by Ms. Geers, the April 2026 Financial Report was approved by the Board.

Ayes: All

Nays: None

2026 AMENDED APPROPRIATIONS – ACTION

The Finance Director recommended approval of the following 2026 Amended Appropriations:

General Fund	Current Budget w/Carryover	Amended Budget w/Carryover	Amount Changed
1000 – Salaries & Benefits	\$27,236,880	\$27,236,880	\$0
2000 – Supplies	\$963,763	\$963,763	\$0
3000 – Purchased Services	\$8,987,879	\$8,987,879	\$0
4000 – Library Materials & Information	\$6,100,626	\$6,100,626	\$0
5000 – Capital Outlay	\$1,910,723	\$1,910,723	\$0
7000 – Other Projects	\$173,041	\$173,041	\$0
9000 – Transfer to other funds	\$0	\$0	\$0

Total	<u>\$45,372,911</u>	<u>\$45,372,911</u>	<u>\$0</u>
<u>Debt Service Fund</u>	<u>Current</u>	<u>Amended</u>	<u>Amount Changed</u>
	<u>Appropriation</u>	<u>Appropriation</u>	
3000 – Purchased Services	\$220,000	\$220,000	\$0
6000 – Debt Service	\$10,070,587	\$10,070,587	\$0
Total	<u>\$10,290,587</u>	<u>\$10,290,587</u>	<u>\$0</u>
<u>Building and Repair Fund</u>	<u>Current</u>	<u>Amended</u>	<u>Amount Changed</u>
	<u>Appropriation</u>	<u>Appropriation</u>	
3000 – Purchased Services	\$1,000	\$1,000	\$0
5000 – Capital Outlay	\$870,361	\$980,361	\$110,000
7000 – Miscellaneous	\$0	\$0	\$0
Total	<u>\$871,361</u>	<u>\$981,361</u>	<u>\$110,000</u>
Total All Funds Appropriations	<u>\$56,534,859</u>	<u>\$56,644,859</u>	<u>\$110,000</u>

On a motion by President Williamson, seconded by Mr. Thomas, the April 2026 Amended Appropriations were approved by the Board.

Nolan Thomas: Aye

David Williamson: Aye

Kelly Geers: Aye

Shannon Isom: Aye

Myla Cardona-Jones: Aye

Ayes: All

Nays: None

EXECUTIVE DIRECTOR’S REPORT

The Executive Director introduced Dani Gustavich, the new Northmont Assistant Branch Library Manager, to the Board.

The Executive Director introduced David Riley, the new Information Services Manager, to the Board.

The Executive Director congratulated Dr. Karlos Marshall, Community Impact and Innovation Director, for being selected to be in the 2026 Library Journal’s Movers and Shakers Edition, where he was highlighted as one of the year’s innovators; Dr. Karlos Marshall was also selected as the inaugural recipient of the Amazon Innovator and Access Award.

The Executive Director commended the staff at the Huber Heights Branch for their innovative use of the Jayne Close Cultural Commons.

The Executive Director discussed National Library Week, wherein staff were provided lunch during one of the days, as delivered by members of the Administration. Staff were also commended for their innovative ideas in celebrating National Library Week.

The Executive Director recognized Annie Calonico, Youth Experience Manager, for being selected to participate in the 2026 Library Leadership Ohio Cohort.

The Executive Director gave an update on the work done with Training Marbles, the goals focused on in regards to Executive Alignment, establishing leadership expectations, preparing managers for the rollout, launching structured listening sessions, introducing feedback channels, executive immersion and listening, and communicating work to our staff.

In regards to Executive Alignment, the Executive Director has scheduled regular meetings with Dyann McDowell, Training Marbles Founder, to coordinate efforts. Ms. McDowell has also met with the combined Executive Cabinets, and is now scheduled to meet with them monthly. Ms. McDowell has additionally met with the managerial staff, and is now scheduled to regularly attend the monthly managers' meeting.

In regards to transparency, a focus was placed on what transparency is, and what it is not.

In regards to establishing leadership expectations, The Executive Director and Ms. McDowell have been focused on communications: providing clear communications throughout the organization, improving the processes put in place for communicating, and implementing additional input from Training Marbles and Taft when sending out system-wide communications.

In terms of preparing managers for rollout, Ms. McDowell has worked on building trust and establishing the relationship. There will be a continued emphasis on transparency moving forward, and the Human Resources Team has arranged for individual and group meetings with managers to discuss communication channels.

In regards to introducing increased feedback channels, progress has been delayed due to the intention for the feedback channels to be designed to work for both staff and administrators. Special care and attention are being taken to ensure these channels are properly implemented in a way that addresses all needs and concerns. The Executive Director and other members of the cabinet have arranged for immersion sessions, wherein they will be visiting locations to listen to staff.

In regards to communicating work to the staff, the next 90 days have been communicated to all staff, with the assistance of Ms. McDowell in drafting correspondences.

MONTGOMERY COUNTY PUBLIC LIBRARY FUND DISTRIBUTION – INFORMATION

There was a reminder that the Board approved the following Montgomery County Public Library Fund distribution for the current (2026-2027) biennium during the May 21, 2025 meeting (and later revised to reflect the correct biennium during the July 16, 2026 meeting), which has been agreed to by the four Montgomery County public library systems:

Dayton Metro Library 78.8%
Germantown Public Library 3.2%
Washington-Centerville Public Library 12.5%
Wright Memorial Public Library 5.5%

The above distribution formula took the place of the previous formula, which was initially adopted by the Montgomery County Budget Commission in 1998, and further revised effective calendar year 2021. As with those previous agreements, the above formula has been approved by all four Montgomery County public library systems.

The county Public Library Fund distribution will need to be reconsidered or reapproved during the May 2027 meeting for the 2028-2029 biennium.

INFORMATION SECURITY POLICY – ACTION

On a motion by President Williamson, seconded by Ms. Geers, the Board approved the following policy:

I. POLICY

In order to safeguard library data and information technology resources, the Library will maintain an information security program.

II. REGULATIONS

1. Cybersecurity Responsibility. The IT Director is designated as the person responsible for overseeing cybersecurity for Dayton Metro Library. The role will be defined as the Cybersecurity Lead for purposes of this policy. Unless stated otherwise, the Cybersecurity Lead will be responsible for ensuring organizational compliance and coordinating the necessary activities to comply with this policy.
2. Annual Policy Review. This policy will be reviewed at least once per year and updated as needed.
3. Security Awareness and Training. All employees must complete security awareness training at least once a year. The duration, frequency, and content of the training will be sufficient to provide necessary role-based knowledge.
4. Asset Inventory. An inventory of all computers, servers, network equipment, and important software, including software-as-a-service applications will be maintained. The inventory will be updated when significant changes occur, when new systems are added, and refreshed at least once per year. Directors and Managers are responsible for notifying IT when new software or technology is purchased.
5. Data Classification and Protection. In coordination with stakeholders, a documented data management process will be established and maintained, including data backup and recovery. The process will address, data sensitivity, data owner, handling of data, data retention limits, and disposal requirements, based on sensitivity and retention standards for the enterprise. Review and update documentation annually, or when significant enterprise changes occur that could impact this safeguard.
6. Vulnerability and Patch Management. Computer systems, software, and other assets must be kept up to date with security patches. The Cybersecurity Lead will coordinate with stakeholders to define acceptable patch frequency and procedures. It is expected that vulnerability remediation times will generally align with manufacturer recommendations based on the severity of the vulnerability.

7. Password Management. Asset owners must ensure that password requirements will be met for all systems and accounts that they are responsible for.
8. Network Security Controls. Network security measures must be implemented to prevent unauthorized access.
9. Anti-Malware Protection. Anti-malware (antivirus) software or endpoint protection must be installed and active on all computers and endpoints.
10. Incident Response and Contingency Plan. An incident response and contingency plan must be maintained to address cybersecurity incidents. The Cybersecurity Lead will be responsible for ensuring that the incident response and contingency plan is followed and may appoint other individuals as incident response leads during the event.
11. In coordination with Safety and Protective Services, physical access to critical systems will be controlled and limited to those who need it.

III. PROCEDURES

1. Additional security and awareness training will be assigned to staff members whose behaviors demonstrate increased risk, such as weak passwords, failure to identify simulated or genuine phishing attacks, or incomplete training.
2. Account Password Requirements:
 - a. At least 8 characters long
 - b. Use a mix of letters, numbers, and symbols when possible
 - c. Do not use the same password for multiple important accounts
 - d. Do not share passwords
 - e. Change passwords if there is reason to believe they have been compromised
3. Network Security Controls minimum requirements:
 - a. Use a firewall on Internet connections
 - b. Segment networks based on permission levels (e.g. separate patron and staff networks)
 - c. Change default passwords on all network equipment and endpoints
 - d. Use encryption (VPN) for remote connections
 - e. Require Multi-factor Authentication for remote connections
 - f. Limit remote access to only those who need it
4. Incident Response and Contingency Plan requirements:
 - a. Reviewed and updated annually or after any major incident
 - b. Tested through tabletop or functional exercises as least once a year
 - c. Retained with other official Information Security documentation, both digital and in print

Ayes: All

Nays: None

Abstentions: None

RESOLUTION TO APPROVE EXECUTION OF CAPITAL PROJECT: DATA CENTER UPGRADE - ACTION

On a motion by President Williamson, seconded by Mr. Thomas, the Board approved the following resolution:

WHEREAS, Library data center server technology is reaching end of useful life; and

WHEREAS, the Library seeks to ensure the security of data and records by improving safeguards while also maintaining performance of systems; and

WHEREAS, a competitive RFP process has been completed in order to determine the solution from The Redesign Group is the best option for the Library; and

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 Orders not to exceed \$448,881, be approved for the data center upgrade project.

Ayes: All

Nays: None

Abstentions: None

RESOLUTION TO ADOPT A CYBERSECURITY PROGRAM –ACTION

On a motion by President Williamson, seconded by Mr. Thomas, the Board approved the following resolution:

WHEREAS, in accordance with Ohio Revised Code Section 9.64, enacted through House Bill 96, political subdivisions are required to adopt a cybersecurity program that safeguards public data, information technology, and Information Technology (IT) resources to ensure confidentiality, availability, and integrity; and

WHEREAS, having reviewed the recommendations of the Information Technology Director

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

Section 1: The Library hereby adopts a cybersecurity program consistent with the requirements of Ohio Revised Code Section 9.64(C) and aligned with generally accepted best practices.

Section 2: The cybersecurity program shall implement the NIST Cybersecurity Framework to identify and mitigate risks, assess potential impacts, detect and respond to threats, restore affected systems, and maintain ongoing protection of Library assets and data. The program shall include annual cybersecurity training for all employees, align with state and federal best practices to achieve practical, measurable, and cost-effective improvements in defending against cyber threats such as ransomware and phishing.

Section 3: The Information Technology Director, as defined in the cybersecurity program, in coordination with Library leadership, shall oversee the renewal, documentation, and annual review of the cybersecurity program to ensure continued alignment with state requirements and best practices.

Ayes: All

Nays: None

Abstentions: None

RESOLUTION TO AUTHORIZE SITE HOSTING OF EV CHARGERS—ACTION

On a motion by President Williamson, seconded by Ms. Cardona-Jones, the Board approved the following resolution:

WHEREAS, the Southeast Ohio Public Energy Council (DBA Sustainable Ohio Public Energy Council) (“SOPEC”) exists to serve its members; and

WHEREAS, on June 13, 2023, SOPEC applied for a grant from the United States Department of Transportation Charging and Fueling Infrastructure Discretionary Grant Program (CFI Program), which funds projects to strategically deploy publicly accessible electric vehicle charging and alternative fueling infrastructure in urban and rural areas and along designated Alternative Fuel Corridors (AFCs); and

WHEREAS, SOPEC submitted applications to both the Community Program and the Corridor Program to support EV infrastructure development in Southeast and Southwest Ohio; and

WHEREAS, SOPEC was awarded funding pursuant to the Responsive Interregional Deployment of Electrification Solutions (RIDES) grant, Award Numbers 693JJ32440379 and 693JJ32540091, for the deployment of Electric Vehicle (EV) chargers in urban and rural community areas, as well as along designated AFCs, to support the development and usage of sustainable methods of transportation; and

WHEREAS, SOPEC has identified the real properties located at 6243 Brandt Pike in the City of Huber Heights, Ohio and 2410 Philadelphia Drive in the City of Dayton, Ohio (“Sites”) as potential locations for the deployment and operation of an EV charger or chargers pursuant to the terms of the RIDES grant and any other agreements as between the Dayton Metro Library and SOPEC for the operation and maintenance of the charger(s); and

WHEREAS, the Dayton Metro Library wishes to authorize the acceptance of the EV charger or chargers for installation and operation at said locations; and

WHEREAS, in the event the proposed Sites identified are rejected or otherwise deemed unsuitable for the installation of the EV charger or chargers, the Board of Trustees hereby grants authorization to identify and assess up to three (3) mutually agreed upon alternate locations to serve as the Site(s) for the deployment and operation of the EV charger or chargers provided the Site(s) satisfy the project requirements, terms of the RIDES grant, and any other agreements as between the Dayton Metro Library and SOPEC for the operation and maintenance of the EV charger(s); and

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

Section 1: The Dayton Metro Library Board of Trustees hereby authorizes the real property located at 6243 Brandt Pike in the City of Huber Heights, Ohio and 2410 Philadelphia Drive in the City of Dayton, Ohio (“Sites”) as an appropriate and acceptable locations for the installation and deployment of an EV charger or chargers pursuant to the RIDES grant program and any other agreement as between SOPEC and the Dayton Metro Library for the operation and maintenance of said charger(s).

Section 2: In the event the real property located at 6243 Brandt Pike in the City of Huber Heights, Ohio and 2410 Philadelphia Drive in the City of Dayton, Ohio is rejected or otherwise deemed unsuitable for the installation of the EV charger or chargers planned or designated for the Sites, the Dayton Metro Library Board of Trustees hereby grants authorization for the identification and assessment of up to three (3) mutually agreed upon alternate locations to serve as the Site(s) for the deployment and operation of the EV charger or chargers provided the

Site(s) satisfy the project requirements, terms of the RIDES grant, and any other agreements as between the Dayton Metro Library and SOPEC for the operation and maintenance of the EV charger(s).

Section 3: This resolution shall be in full force and effect from and immediately upon its adoption.

Ayes: All

Nays: None

Abstentions: None

RESOLUTION TO APPROVE CAPITAL PROJECT: KETTERING MORaine ROOF REPLACEMENT—
ACTION

On a motion by President Williamson, seconded by Ms. Geers, the Board approved the following resolution:

WHEREAS, the roof at the Kettering-Moraine Branch Library located at 3496 Far Hills Ave was not replaced when the facility was renovated in 2016; and

WHEREAS, the roof has exceeded its useful service life and requires urgent replacement; and

WHEREAS, funding in the amount of \$110,000 was generously donated by the Dayton Metro Library foundation towards this project; and

WHEREAS, sufficient funds have been appropriated to the current year budget from Building & Repair Fund to support the costs of planning, design, and construction;

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

Section 1: that the Dayton Metro Library capital project: Kettering-Moraine Roof Replacement be approved as presented, authorizing expenditures of \$266,681.00 not including approved change order requests.

Section 2: that the Fiscal Officer is authorized to execute all documents, contracts, and agreements necessary to carry out the intent of this resolution.

CORRESPONDENCE – INFORMATION

Since the April 2026 Board meeting, the Board received a resolution from the Montgomery County Board of County Commissioners appointing Mr. David Williamson to fulfill a first full four-year term beginning June 1, 2026 and ending May 31, 2030.

The Board also received a letter of support from Robert Owens, Community Impact and Innovation Manager, endorsing Jeffrey Trzeciak's leadership.

NEW BUSINESS

The Board recognized Executive Services Manager Gil Rutledge, and thanked him for his service.

Ms. Isom inquired about the pedestrian bridge for West; the bridge remains a focus for the city, but funding for the project has not yet been found.

DAYTON METRO LIBRARY BOARD OF TRUSTEES MEETING

The next regular meeting of the Dayton Metro Library Board of Trustees will be Wednesday, June 17, 2026, at 4:00 p.m. in the Board Room at the Main Library.

The ensuing regular meeting of the Dayton Metro Library Board of Trustees will be Wednesday, July 15, 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) of the Ohio Revised Code to discuss the employment of public employees, and Section 121.22(G)(6) to discuss specialized security arrangements.

President Williamson made a motion for the Board to enter into Executive Session, Mr. Thomas seconded.

A roll call vote was taken as follows:

Ms. Geers: Aye

Ms. Woodhull: Aye

Mr. Thomas: Aye

Mr. Williamson: Aye

Ms. Cardona-Jones: Aye

Mr. Kennebrew, Aye

Ms. Isom, Aye

Ayes: All

Nays: None

Abstentions: None

The Board entered Executive Session at 5:07 p.m. and returned to open session at 7:38 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. Geers, the Board adjourned at 7:39 p.m.

Ayes: All

Nays: None

Abstentions: None