

Board of Trustees
Regular Meeting Minutes
September 19, 2016

Call to Order

The Wright Memorial Public Library Board of Trustees met in regular session on September 19, 2016 at the Wright Memorial Public Library meeting room. President Lu Ann Stanley called the regular meeting to order at 6:00 p.m.

Board of Trustees Present: Mrs. Linda Deitz
 Mr. Joseph Fulford
 Mr. Joshua Lounsbury
 Mrs. Lu Ann Stanley
 Ms. Kathleen Webb
 Mrs. Melissa Wolcott

Board of Trustees Excused: Mrs. Delia McMullen

A quorum was declared with six members present.

Others in Attendance:
 Mrs. Kristi Hale, Director
 Mr. Steve Maag, Fiscal Officer
 Ms. Jacqui Taylor, Youth Services Coordinator
 Bear Monita, LWC Incorporated

Agenda
2016-062

Mr. Lounsbury moved, seconded by Mrs. Wolcott to approve the agenda as presented.

Roll Call Vote:
Mrs. Deitz - aye Mrs. Stanley - aye
Mr. Fulford - aye Ms. Webb - aye
Mr. Lounsbury - aye Mrs. Wolcott - aye

Minutes
2016-063

Mr. Fulford moved, seconded by Mr. Lounsbury to approve the minutes of the August 15, 2016 Regular Meeting.

Roll Call Vote:
Mrs. Deitz - aye Mrs. Stanley - aye
Mr. Fulford - aye Ms. Webb - aye
Mr. Lounsbury - aye Mrs. Wolcott - aye

Public Comment

None.

Staff Comment / Report

Ms. Jacqui Taylor, Youth Services Coordinator, presented the Summer Reading Club 2016 Report.

Personnel Committee – Ms. Webb

A. Met with the Director and Fiscal Officer for their mid-year periodic informal review.

Nominating Committee – Mrs. Wolcott

- A. Board of Trustee Appointment – Term January 1, 2017 to December 31, 2022
- B. Mrs. Wolcott’s current term expires December 31, 2016 and will not pursue another nomination for appointment for another term on the Board.

Board of Trustees
Regular Meeting Minutes
September 19, 2016

- C. Trustee Vacancy Timeline
 - 1. Post Trustee Vacancy (The Oakwood Register & Library Website)
 - 2. Interviews Scheduled for November
 - 3. Decision and recommendation for nomination to Oakwood School Board for appointment – November 21, 2016 BOT Regular Meeting.
 - 4. Oakwood School Board Official Appointment – December 12, 2016 BOE Regular Meeting.
- D. The Nominating Committee will schedule meetings for the trustee vacancy and also to discuss the slate of officers for 2017.

Library Foundation Liaison Report – Mrs. Stanley

- A. The Library Foundation Board did not meet in September.
- B. Feasibility Study – The Hodge Group
The interviews with The Hodge Group will be completed as of September 20, 2016. Mrs. Stanley, Mr. Lounsbury, and Mrs. Hale met with a representative of the Eichelberger Foundation and re-affirmed their commitment to supporting Wright Library’s facility plans. As a result of these interviews, the Koch Family Foundation has requested a grant submission from the Library Foundation for \$5,000/year for 5 years.

Fiscal Officer’s Report

- A. Fiscal Officer’s Report
- B. Financial Report – August 2016
- C. Contributions/Donations

2016-064 Mr. Lounsbury moved, seconded by Mrs. Wolcott to accept the August 2016 Financial Report and Contributions/Donations.

Roll Call Vote:

Mrs. Deitz	- aye	Mrs. Stanley	- aye
Mr. Fulford	- aye	Ms. Webb	- aye
Mr. Lounsbury	- aye	Mrs. Wolcott	- aye

- D. Resolution Accepting Montgomery County Public Library Fund Entitlement and Distribution Formula for 2017

2016-065 Mrs. Wolcott moved, seconded by Mr. Lounsbury to approve the Resolution Accepting Montgomery County Public Library Fund Entitlement and Distribution Formula for 2017.

Roll Call Vote:

Mrs. Deitz	- aye	Mrs. Stanley	- aye
Mr. Fulford	- aye	Ms. Webb	- aye
Mr. Lounsbury	- aye	Mrs. Wolcott	- aye

- E. Resolution Accepting the Amounts and Rates for Tax Year 2016/Collection Year 2017 as Determined by the Montgomery County Budget Commission

2016-066 Mr. Lounsbury moved, seconded by Ms. Webb to approve the Resolution Accepting the Amounts and Rates for Tax Year 2016/Collection Year 2017 as Determined by the Montgomery County Budget Commission.

Roll Call Vote:

Mrs. Deitz	- aye	Mrs. Stanley	- aye
Mr. Fulford	- aye	Ms. Webb	- aye
Mr. Lounsbury	- aye	Mrs. Wolcott	- aye

Board of Trustees

Regular Meeting Minutes

September 19, 2016

F. Ohio Public Library Statistics 2015 - Data Comparisons & Analysis

Director's Report

- A. Library Usage Report & Collection Statistics
- B. Library Highlights
- C. Updates
 1. Community Survey – Burges & Burges Strategists, Inc.
 - The Library's online survey received 677 responses, which is 255% more than the response rate for the 2014 survey. In all, input has been gathered from a total of 1,100 respondents, with more than 80% of the feedback from Oakwood residents.
 2. Technology
 - The Library will be replacing its firewall, at a replacement cost of about \$1,200. IT consultant SSI is working on creating a refresh schedule for all of the Library's technology equipment, based on a thorough inventory and evaluation of our warranties. SSI has agreed to a revised contract that removes the automatic renewal, and next summer, they will include a 90 day out clause without fault.
 3. Facility
 - Waiting on moving forward with plans to reduce service desks until after we have the full report from consultants Burges & Burges.
 4. Staff Training
 - Staff Development Day (Monday, October 10, 2016)
 - Topics to be presented/discussed are building safety procedures and patron rules of conduct, Oakwood Safety Department will provide safety tips and fire extinguisher demonstration, Fire and Tornado drills, customer service, "Use it or Lose it" with Ann Anzalone, and inter-department cross-training.
 5. Other
 - Promotion – The Library will be writing periodic columns for The Oakwood Register. September is National Library Card signup, and community outreach efforts are underway. Library staff are working on a promotional film to promote our meeting spaces.
 - Services – The Library is now offering technology support by appointment, and also investigating costs/benefits of expanded Interlibrary Loan options.
 - Programs – Voting for the Community Big Read is now through October 23, 2016. Ms. Jacqui Taylor, Youth Services Coordinator has made connections with Leigh Ann Fulford and the Dayton Society of Artists to see how the Library's Together Oakwood project and their efforts can support one another. The Library may have some of the DSA's Art in the City artwork on display in October.

New Business

- A. Generation Supply Agreement Amendment No. 3: Amendment, Assignment, And Consent To Assignment Effective September 1, 2016. Wright Memorial Public Library and IGS Dayton, Inc. formerly known as DPL Energy Resources, Inc. ("DPLER"). Renewal Term: Customer's meter reading date in December 2016 through the Customer's meter reading date in December 2019. Price Effective: Customer's December 2016 meter reading date. Price: \$0.04893 per kilowatt hour.

2016-067

Ms. Webb moved, seconded by Mr. Fulford to approve the Generation Supply Agreement Amendment No. 3: Amendment, Assignment, And Consent To Assignment Effective September 1, 2016. Wright Memorial Public Library and IGS Dayton, Inc. formerly known as DPL Energy Resources, Inc. ("DPLER"). Renewal Term: Customer's meter reading date in December 2016 through the Customer's meter reading date in

Board of Trustees
Regular Meeting Minutes
September 19, 2016

December 2019. Price Effective: Customer's December 2016 meter reading date. Price: \$0.04893 per kilowatt hour.

Roll Call Vote:

Mrs. Deitz	- aye	Mrs. Stanley	- aye
Mr. Fulford	- aye	Ms. Webb	- aye
Mr. Lounsbury	- aye	Mrs. Wolcott	- aye

B. Library Journal America's Star Libraries: Top-Rated Libraries - Statistical Measures

Executive Session

2016-068

Mr. Lounsbury moved, seconded by Ms. Webb to enter into Executive Session at 7:35 p.m. to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the public employee, official, licensee, or regulated individual requests a public hearing.

Roll Call Vote:

Mrs. Deitz	- aye	Mrs. Stanley	- aye
Mr. Fulford	- aye	Ms. Webb	- aye
Mr. Lounsbury	- aye	Mrs. Wolcott	- aye

2016-069

Mr. Lounsbury moved, seconded by Mr. Fulford to exit Executive Session and reconvene to Regular Session at 8:51 p.m.

Roll Call Vote:

Mrs. Deitz	- aye	Mrs. Stanley	- aye
Mr. Fulford	- aye	Ms. Webb	- aye
Mr. Lounsbury	- aye	Mrs. Wolcott	- aye

Action Items

- A. Review LAC Mission Statement-April/May - Kristi & Steve (Carried Forward) (Postponed)
- B. Group pictures at January 2017 BOT organizational/regular meeting - BOT (Carried Forward)
- C. Review ways to add electrical spots - Kristi (Carried Forward) (Postponed) (Library Designs' Report - Hold)
- D. Work on project of moving AV upstairs and computers downstairs with the Facilities Committee - Joe (Carried Forward) (Library Designs' Report - Hold)
- E. Conduct additional research about Friends groups - Kristi (Carried Forward) (Postponed)
- F. Remind the BOT with the January 2017 organizational/regular meeting agenda distribution that a group picture will be taken at the January 2017 organizational/regular meeting - Steve
- G. Distribute the Ohio Public Library Statistics 2015 data comparisons & analysis spreadsheet to Kristi and the BOT - Steve

Upcoming Meeting Dates & Announcements

- A. BOT Meeting - Monday, October 17, 2016 @ 6:00 p.m. WMPL Meeting Room

Board of Trustees
Regular Meeting Minutes
September 19, 2016

Adjournment

Ms. Webb moved, seconded by Mrs. Deitz to adjourn the meeting at 8:52 p.m.

Roll Call Vote:

Mrs. Deitz	- aye	Mrs. Stanley	- aye
Mr. Fulford	- aye	Ms. Webb	- aye
Mr. Lounsbury	- aye	Mrs. Wolcott	- aye

Respectfully submitted,

Melissa Wolcott, Secretary

Lu Ann Stanley, President