

# **WRIGHT MEMORIAL PUBLIC LIBRARY**

## **Board of Trustees**

### **Regular Meeting Minutes**

November 17, 2025

Wright Memorial Public Library

#### **Call to Order**

The Wright Memorial Public Library Board of Trustees met in regular session on November 17, 2025. President Jennifer Enseleit called the regular meeting to order at 6:04 p.m.

Board of Trustees Present:      Mrs. Jennifer Enseleit  
                                                 Dr. Darrell Crowe  
                                                 Ms. Candise Powell  
                                                 Mr. Joe Fulford  
                                                 Mrs. Donna Rosenbaum  
                                                 Dr. Drew Strombeck

A quorum was declared with six members present.

#### **Others in Attendance:**

Mrs. Kristi Hale, Director  
Mrs. Brenda Oliver, Fiscal Officer  
Mr. Brian Potts, Operations Coordinator

#### **Agenda**

**2025-062**      Dr. Crowe moved, seconded by Mrs. Rosenbaum, to approve the agenda.  
  
                         Roll Call: Ayes; Enseleit, Crowe, Powell, Rosenbaum, Strombeck, Fulford.  
                         Nays; None.

#### **Minutes**

**2025-063**      Mr. Fulford moved, seconded by Dr. Strombeck to approve the October 20, 2025  
                         Regular meeting minutes  
  
                         Roll Call: Ayes; Fulford, Rosenbaum, Enseleit, Crowe, Powell, Strombeck.  
                         Nays; None.

#### **Public Comment**

None

#### **Staff Comment/Report**

None

#### **Board Committee Reports**

- A. Facilities Committee – Mr. Eling - None
- B. Finance/Audit Committee – Mrs. Enseleit – Optimizing Assets Report
- C. Nominating Committee – Mrs. Rosenbaum - None
- D. Personnel Committee – Dr. Strombeck – Received staff feedback
- E. Policy Committee – Ms. Powell - None
- F. Communications Committee – Mr. Fulford - None

G. Strategic Planning Committee – Dr. Crowe - None

**Foundation Board – Mr. Strombeck and Mrs. Hale**

- A. The Wright Library Foundation Board met on November 5, 2025.
- B. A Lifetime Donor policy was approved.
- C. The Foundation selected three new Board Members and one Volunteer Advisor, with terms starting January 2026.
- D. The Foundation Board approved three grants: sponsorship of WYSO's Book Nook program (\$1,600); restoring and refinishing WMPL's card catalog (\$2,000); and support for the Little Learner Backpack collection (\$1,700). Mrs. Hale will propose three grants at the December Foundation Board meeting.

**Fiscal Officer's Report – Mrs. Oliver**

- A. Financial Report – October 2025
- B. Appropriation Transfers – October 2025
- C. Contributions & Donations – October 2025

**2025-064** Dr. Strombeck moved, seconded by Ms. Powell to approve the October 2025 Financial Report, Appropriation Transfers and Contributions & Donations

Roll Call: Ayes; Enseleit, Fulford, Powell, Crowe, Strombeck, Rosenbaum.  
Nays; None.

- D. Resolution Authorizing the Fiscal Officer to request and secure Local Property Tax Advances from Montgomery County Auditor during 2026 and until 2027

**2025-065** Mr. Fulford moved, seconded by Dr. Crowe to approve the Resolution Authorizing the Fiscal Officer to request and secure Local Property Tax Advances from Montgomery County Auditor during 2026 and until 2027

Roll Call Vote: Fulford – yes, Powell – yes, Enseleit – yes, Crowe – yes,  
Rosenbaum – yes, Strombeck – yes. Resolution passed.

**Director's Report –Mrs. Hale**

- A. Library Statistics –October 2025 – *Addenda*
- B. Library Highlights – October 2025 - *Addendum*
- C. Updates
  - a. Facilities
    - i. Repair to low voltage lights is waiting on contractor response.
    - ii. A red bud tree was planted near the shade garden; a maple tree will be planted this month; grass was reseeded in patchy areas; two pollinator garden signs were installed.
    - iii. Proud outlets in the magazine area were replaced with outlets that are flush with the floor.
    - iv. The card catalog is under restoration.
    - v. The front door area was caulked; weather stripping has been ordered.

- b. Staff -- Staff evaluations have been completed and will be delivered through December.
  - c. Technology
    - i. Mrs. Hale signed a Memorandum of Understanding with O-PCI for education, training, and development of a Cybersecurity Program in compliance with new state requirements.
    - ii. New Cybersecurity training program has been started.
    - iii. Mrs. Hale discussed estimated cost savings of changing ILS software.
  - d. Collections, Services & Programs
    - i. A book vendor has been selected to replace Baker & Taylor, and an initial test order has been placed.
    - ii. WMPL hosted three large events in November; several large programs are planned for December.
  - e. Community Engagement – new merchandise has been ordered, which will be for sale to the public in December.
  - f. Other Updates
    - i. WMPL received notification of additional proceeds expected from the estate of Sally Weitleif.
    - ii. Representatives from Montgomery County libraries continue to discuss ways of cost-sharing.
- D. Professional Development
- a. AI in Labor and Employment (webinar), November 12, 2025
- E. Community Involvement
- a. Rotary Meetings, October 24 and November 7, 2025
  - b. Oakwood Inclusion Coalition Leadership Onboarding, November 4, 2025
  - c. Woman's Literary Club of Dayton, October 23 and November 6, 2025
  - d. Dayton Literary Peace Prize Conversation with Authors and Gala, November 8 and 9, 2025

## **New Business**

### **Contract – Robinson's Janitorial & Floor Care cleaning contract starting January 2, 2026 until December 31, 2026**

**2025-066** Ms. Powell moved, seconded by Dr. Strombeck to approve the Robinson's Janitorial & Floor Care cleaning contract starting January 2, 2026 until December 31, 2026, not to exceed \$35,500

Roll Call: Ayes; Enseleit, Crowe, Strombeck, Rosenbaum, Powell, Fulford.  
Nays: None.

### **Policies – Financial Policies – Purchase Orders**

**2025-067** Mr. Fulford moved, seconded by Dr. Crowe to approve the update to the Financial Policies – Purchase Orders

Roll Call: Ayes; Powell, Fulford, Rosenbaum, Enseleit, Strombeck, Crowe.  
Nays: None.

### **Action Items**

Previous Meeting:

A. None

Current Meeting:

A. Book Recommendations

### **Upcoming Meeting Dates & Announcements**

- A. Finance Committee Meeting – Wednesday, December 10, 2025 @ 5:00 p.m. at Wright Memorial Public Library
- B. BOT Meeting – Regular Meeting, Monday, December 15, 2025 @ 6:00 p.m. to be held at Wright Memorial Public Library

### **Executive Session – Personnel**

**2025-068** Dr. Crowe moved, seconded by Dr. Strombeck to go into Executive Session – to review performance of Public Officials

Roll Call Vote: Enseleit – yes, Crowe – yes, Powell – yes, Strombeck – yes, Rosenbaum – yes, Fulford – yes. Went into Executive Session at 6:57 p.m.

**2025-069** Dr. Crowe moved, seconded by Dr. Strombeck to come out of Executive Session – to review performance of Public Officials

Roll Call Vote: Enseleit – yes, Crowe – yes, Powell – yes, Strombeck – yes, Rosenbaum – yes, Fulford – yes. Came out of Executive Session at 7:09 p.m.

### **Adjournment**

Dr. Crowe moved, seconded by Mrs. Rosenbaum to adjourn the meeting at 7:10 p.m.

Roll Call: Ayes; Enseleit, Rosenbaum, Crowe, Fulford, Powell, Strombeck. Nays; None.

Respectfully submitted,

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Candise Powell, Secretary

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Jennifer Enseleit, President