DAYTON METRO LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
Wednesday, June 17, 2020, 4:00 p.m.

This meeting Occurred via WebEx video conferencing due to the COVID-19 outbreak.

PRESENT: Barbara Hayde, Jeanne Holihan, Elaine Johnson, Carl Kennebrew, Margot Merz, Nolan Thomas, Arlinda Vaughn

PRESIDING: Elaine Johnson, President

EXECUTIVE DIRECTOR: Tim Kambitsch

FISCAL OFFICER: Dave Hess

CALL TO ORDER

The President called the meeting to order at 4:03 p.m.

Notary Public Ashley Orr ceremonially administered the Oath of Office to the Trustees, the Executive Director and the Fiscal Officer.

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 Ms. Hayde, seconded by Ms. Merz, the agenda was approved by the Board.

Ayes: All
Nays: None

APPROVAL OF MINUTES

On a motion by Mr. Kennebrew, seconded by Ms. Merz, the minutes of the Board meeting of May 20, 2020 and the June 8, 2020 facilities meeting were approved by the Board.

Ayes: All
Nays: None
CONSENT AGENDA

On a motion by Ms. Merz, seconded by Ms. Hayde, the following items from the Consent Agenda were approved by the Board:

PERSONNEL ACTIONS

The following personnel actions were approved by the Board:

DISSMISSAL

Carolyn Roberts, Children Services Librarian, full-time, Grade 11, Southeast Branch Library, effective May 26, 2020.

INTERIM CHANGE IN LOCATION

Tracee Arnold, Information Services Assistant, full-time, Grade 08, Northmont Branch Library, from Information Services Assistant, full-time, Grade 08, Northwest Branch Library, effective May 24, 2020 at the rate of $24.82 per hour.

Aaron Botts, Patron Services Assistant, full-time, Grade 05, Northmont Branch Library, from Patron Services Assistant, full-time, Grade 05, Huber Heights Branch Library, effective May 24, 2020 at the rate of $16.14 per hour.

Jacqueline Gazda, Information Services Librarian, full-time, Grade 11, Northmont Branch Library, from Information Services Librarian, full-time, Grade 11, Information Services, Main Library, effective May 24, 2020 at the rate of $23.24 per hour.

Eric Hockaday, Information Services Assistant, full-time, Grade 08, Trotwood Branch Library, from Information Services Assistant, full-time, Grade 08, Main Youth Services, Main Library, effective May 24, 2020 at the rate of $18.48 per hour.

Tracy Phillips, Interim Branch Library Manager, full-time, Grade S09, Kettering-Moraine Branch Library, from Branch Library Manager, full-time, Grade S08, Northwest Branch Library, effective May 24, 2020 at the rate of $33.0983 per hour.

INTERIM CHANGE IN POSITION

Allison Dugan, Interim Main Library Services Manager/Borrower Services Manager, full-time, Grade S07, Main Library, from Main Library Services Manager, full-time, Grade S06, Main Library, effective May 24, 2020 at the rate of $26.8688 per hour.

Jenny Hicks, Interim Branch Library Manager, full-time, Grade S09, Vandalia Branch Library, from Assistant Branch Library Manager, full-time, Grade S07, Vandalia Branch Library, effective May 24, 2020 at the rate of $28.8831 per hour.
INTERIM CHANGE IN POSITION AND LOCATION

Camee Decknadel, Interim Outreach Services Manager, full-time, Grade S09, Outreach Services, from Assistant Branch Library Manager, full-time, Grade S07, Westwood Branch Library, effective May 24, 2020 at the rate of $26.9757 per hour.

Ashlee Hammond, Interim Assistant Branch Library Manager, full-time, Grade S07, Westwood Branch Library, from Teen Services Librarian, full-time, Grade 11, Madden Hills Branch Library, effective May 24, 2020 at the rate of $24.4728 per hour.

PROMOTION AND CHANGE IN LOCATION

Alexis Hockaday, Teen Services Librarian, full-time, Grade 11, Northmont Branch Library, from Information Services Assistant, full-time, Grade 08, Electra C. Doren Branch Library, effective May 24, 2020 at the rate of $20.46 per hour.

RESIGNATION

Amber Bailey, Processor, full-time, Grade 02, Cataloging, Operations Center, effective May 20, 2020.

Courtney DeFrain, Information Services Assistant, full-time, Grade 08, Northmont Branch Library, effective May 26, 2020.

MacKennize Kennie, Patron Services Assistant, substitute, Grade 05, Madden Hills Branch Library, effective November 21, 2019.

Darlene Routhier, Patron Services Assistant, substitute, Grade 05, Northwest Branch Library, effective April 27, 2020.

Freyja Vanoy, Information Services Assistant, full-time, Grade 08, Trotwood Branch Library, effective May 30, 2020.

TUITION REIMBURSEMENT

The Board approved 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:

Isaac Fry, Children Services Assistant, Burkhardt Branch Library, for the course “Intermediate Spanish”, Sinclair Community College, 3.0 credit hours, at a cost of $448.09.

Ayes: All
Nays: None
COMMENTS FROM THE GENERAL PUBLIC

Lori Rotterman, President of the Dayton Metro Library Staff Association, addressed the Board regarding staff returning to work. She expressed appreciation that employees have been allowed to return to work but expressed concerns about the Library opening to the Public. The Union has expressed that they would like to continue to participate in creating plans for reopening to help provide a safe environment for both patrons and staff.

MONTHLY FINANCIAL REPORT

The Monthly Financial Reports for May 2020 were included in the Board folder. Dave Hess, Fiscal Officer, gave a review of the Financials.

The Executive Director approved the following investments:

<table>
<thead>
<tr>
<th>Date</th>
<th>Source</th>
<th>Amount</th>
<th>Use in Operations</th>
<th>Investment</th>
<th>Where</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/15/2020</td>
<td>PLF</td>
<td>$1,106,837</td>
<td>$1,106,837</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>6/5/2020</td>
<td>RE Tax Advance</td>
<td>$714,769</td>
<td>$714,769</td>
<td>-</td>
<td>Debt Service</td>
</tr>
<tr>
<td>6/5/2020</td>
<td>RE Tax Advance</td>
<td>$598,254</td>
<td>-</td>
<td>$598,254</td>
<td></td>
</tr>
</tbody>
</table>

Total $2,419,860 $1,821,606 $598,254

On a motion by Ms. Merz, seconded by Ms. Holihan, the May 2020 Financial Report was approved by the Board.

Ayes: All
Nays: None

EXECUTIVE DIRECTOR’S REPORT

The Executive Director updated the Trustees on the Library’s response to the COVID-19 outbreak and reopening plans. The Library has been providing curbside service starting the last week of May. Staff has been preparing for the reopening of the buildings for limited library services and how to best do that safely.

LIBRARIES FOR A SMARTER FUTURE UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects.

MANAGERIAL AND CONFIDENTIAL EMPLOYEES COMPENSATION PLAN

On a motion by Ms. Holihan, seconded by Ms. Merz, the Board approved the proposed amendment to the Managerial and Confidential Employee Compensation Plan that was originally approved on
September 19, 2018. This update recommends changes to all managers and confidential employees consistent with similar terms to the recently ratified MOU with the Dayton Metro Library Staff Association due to the COVID-19 shutdown.

Ayes: All  
Nays: None

REVISION TO THE CODE OF CONDUCT - ACTION

On a motion by Ms. Merz, seconded by Ms. Vaughn, the Board endorsed the proposed revision to the Library’s Code of Conduct (Policy PS 310) as presented in the Board materials.

Ayes: All  
Nays: None

CORRESPONDENCE

The Board acknowledged a resolution dated June 3, 2020 from the Montgomery County Court of Common Pleas, appointing Nolan Thomas to the Dayton Metro Library Board of Trustees for a seven year term commencing June 1, 2020.

NEW BUSINESS

On a motion by Mr. Kennebrew, seconded by Ms. Hayde, the Board adopted the following resolution:

  WHEREAS, disproportionately higher rates of chronic diseases, mortality, poverty, economic distress, and the adverse effects of health outcomes for African Americans are widely recognized and documented yet continue to persist throughout the United States; and

  WHEREAS, black infants in Montgomery County are 2.5 times more likely to die in the first year of life than white infants; and

  WHEREAS, African Americans’ health outcomes are twice as poor as the rate for Caucasians when comparing the social determinants of health, including deaths due to chronic disease, infant mortality, home loan denial rates, percent with less than a high school diploma, low birth weight infants, child poverty rate, and unemployment rate; and

  WHEREAS, COVID-19 has further shed a bright light on the health disparities in the African-American community; and

  WHEREAS, racism is a social system with multiple dimensions; and

  WHEREAS, almost all of the 400 years of black America’s experiences were under slavery, Jim Crow, and discriminatory public laws and policies which allowed preferential
opportunity to white people while at the same time subjecting people of color to hardship and disadvantage in all areas of life; and

WHEREAS, racism acts on systemic, institutional and interpersonal levels, all of which operate throughout time and across generations; and

WHEREAS, still now, racism—not race—causes disproportionality high rates of homelessness, incarceration, poor education, health outcomes, and economic hardship for African Americans; and

WHEREAS, organizations around the world are devoted to supporting public health as the art and science of preventing disease, prolonging life and to provide conditions under which people can sustain and improve their health; and

WHEREAS, the society must address persistent disparities in health outcomes and the social, economic, educational and environmental inequities that contribute to them; and

WHEREAS, Dayton Metro Library adopted a new strategic plan where building equity in the community is one of the plan’s five major goals; NOW

THEREFORE BE IT RESOLVED, the Board of Trustees of the Dayton Metro Library prioritizes diversity, inclusion, and equity in its strategic plan, and therefore must confront the issue of racism in all of its forms, and

BE IT FURTHER RESOLVED, Dayton Metro Library declares #BLACK LIVES MATTER and will work alongside regional entities to create plans of action to address the issues where racism negatively impacts the outcomes of black and brown residents of Dayton; and

BE IT FURTHER RESOLVED, Dayton Metro Library joins the City of Dayton, Montgomery County, and a chorus of other government, education, private, and not-for-profit organizations to declare racism a public health crisis, and supports equitable policies and commits to inform our public discourse on racism.

Ayes: All
Nays: None

DAYTON METRO LIBRARY BOARD OF TRUSTEES MEETING

The next Facilities Meeting will be held Monday, July 6, 2020 at 4:00 p.m. via WebEx.

The next regular meeting of the Dayton Metro Library Board of Trustees will be Wednesday, July 15, 2020 at 4:00 p.m. via WebEx.

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) and 121.22(G)(4) to discuss the employment and compensation of the Executive Director and the collective bargaining agreement, respectively.

Ms. Hayde made a motion for the Board to enter into Executive Session, Ms. Merz seconded.

A roll call vote was taken as follows:

Ms. Hayde, Aye
Ms. Holihan, Aye
Ms. Johnson, Aye
Mr. Kennebrew, Aye
Ms. Merz, Aye
Mr. Thomas, Aye
Ms. Vaughn, Aye

Ayes: All
Nays: None

The Board entered Executive Session at 5:09 p.m. and returned to open session at 7:01 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)(2) and 121.22(G)(4) of the Ohio Revised Code.

ADJOURNMENT

On a motion by Ms. Vaughn, seconded by Ms. Merz, the Board adjourned at 7:01 p.m.

Ayes: All
Nays: None