

DAYTON METRO LIBRARY  
MINUTES OF THE BOARD FACILITIES MEETING

Tuesday, January 20, 2016, 4:00 p.m.

PRESENT: Barbra Hayde, Jeanne Holihan, Elaine Johnson,  
Carl Kennebrew, Margot Merz

PRESIDING: Jeanne Holihan, President

EXECUTIVE DIRECTOR: Tim Kambitsch

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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

On a motion by Ms. Johnson, seconded by Ms. Merz, the agenda was approved by the Board.

Ayes: All  
Nays: None

PROJECT UPDATE

The Executive Director discussed with Trustees the status of projects in both Segment One and Segment Two projects. Among the projects discussed were the project and timetables for the main library renovations and expansion. The Trustees also discussed the Miamisburg Branch project and the related contract for parking at the branch.

The Executive Director also gave an update on the minority and women owned business inclusion successes in Segment Two.

The Executive Director reported that as done at the beginning of Segment Two, the library's project team will conduct budget recalibration before starting Segment III.

## 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)(2) of the Ohio Revised Code to discuss purchase or sale of property.

A roll call vote was taken as follows:

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

Ayes: All  
Nays: None

The Board entered Executive Session at 4:45 p.m. and returned to open session at 5:15 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) of the Ohio Revised Code.

## ADJOURNMENT

On a motion by Mr. Kennebrew, seconded by Ms. Merz, the Board adjourned at 5:20 p.m.

Ayes: All  
Nays: None

DAYTON METRO LIBRARY  
MINUTES OF THE BOARD FACILITIES MEETING

Monday, February 8, 2016, 4:00 p.m.

PRESENT: Glenn Bower, Jeanne Holihan, Carl Kennebrew,  
Margot Merz, Joseph Oehlers

PRESIDING: Jeanne Holihan, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:00 p.m.

The President appointed Ms. Merz to serve as Secretary Pro-Tem.

DECLARATION OF CONFLICTS OF INTEREST

Trustees were asked if they had identified any item on the agenda where there was an actual or potential conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

On a motion by Mr. Oehlers, seconded by Ms. Merz, the agenda was approved by the Board.

Ayes: All  
Nays: None

PROJECT UPDATE

Tom Marchesano, Director for Library Construction, gave the Board an update on the progress of the Facilities projects. Miamisburg is scheduled to start construction next month. The Main Library construction has been complicated with our seasonally high groundwater preventing the installation of footers for the ramp to the parking garage that will be underneath the completed building. A company has been hired to pump out the excess water so that progress may continue.

Mr. Marchesano reported there have been no changes to the budgets or projections this month. He did note that the use of contingencies for Segment II projects is running ahead of expectations, but that he is keeping a close eye on it.

## 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)(2) and Section 121.22(G)(3) of the Ohio Revised Code to discuss purchase or sale of property and conference with an attorney to discuss possible court action

A roll call vote was taken as follows:

Mr. Bower, Aye  
Ms. Holihan, Aye  
Mr. Kennebrew, Aye  
Ms. Merz, Aye  
Mr. Oehlers, Aye

Ayes: All  
Nays: None

The Board entered Executive Session at 4:23 p.m. and returned to open session at 5:07 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 Section 121.22(G)(3) of the Ohio Revised Code.

## COMMENTS FROM THE GENERAL PUBLIC

Dion Dortch requested information from the Board regarding the construction of the new West Branch Library and when it will begin. The Board has been working on property acquisition for an appropriate place for the new Branch, but at this time had no news to report.

## ADJOURNMENT

There being no further business, the Board adjourned at 5:14 p.m.

Ayes: All  
Nays: None

DAYTON METRO LIBRARY  
MINUTES OF THE BOARD FACILITIES MEETING

Monday, March 7, 2016, 4:00 p.m.

PRESENT: Glenn Bower, Barbara Hayde, Elaine Johnson,  
Carl Kennebrew, Margot Merz,

PRESIDING: Barbara Hayde, Vice President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The Vice President called the meeting to order at 4:00 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

On a motion by Ms. Merz, seconded by Ms. Johnson, the agenda was approved by the Board.

Ayes: All  
Nays: None

WILMINGTON-STROOP BRANCH OPTIONS

Mike Ruetschle, representing the Dayton Deign Collaborative, shared a presentation with the Board of options of a renovation and addition versus a total replacement of the Wilmington-Stroop Branch. When comparing the Branch to Kettering-Moraine (a renovation) the renovation construction costs are comparable to replacement construction costs therefore making a total replacement a viable option.

PROJECT UPDATE

Tom Marchesano, Director for Library Construction, announced that he was in the process of updating budgets and schedules for the general Board meeting next week, however he does not anticipate any significant changes.

CONSTRUCTION MANAGEMENT AGREEMENT

It was recommended that the Board approve a construction management as advisor (CMA) services agreement with Skanska/ATCS for an extension of basic construction management services. This agreement extends the scope and timetables outlined for Segment One in the original construction manager agreement approved by the Board in November 2013.

On a motion by Mr. Bower, seconded by Ms. Johnson, the Board approved of the extension through October 31, 2016 in an amount not to exceed \$615,000.

Ayes: All  
Nays: None

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)(2) of the Ohio Revised Code to discuss purchase or sale of property.

A roll call vote was taken as follows:

Mr. Bower, Aye  
Ms. Hayde, Aye  
Ms. Johnson, Aye  
Mr. Kennebrew, Aye  
Ms. Merz, Aye

Ayes: All  
Nays: None

The Board entered Executive Session at 4:57 p.m. and returned to open session at 5:33 p.m. The Vice 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) of the Ohio Revised Code.

ADJOURNMENT

There being no further business, the Board adjourned at 5:33 p.m.

Ayes: All  
Nays: None

DAYTON METRO LIBRARY  
MINUTES OF THE BOARD FACILITIES MEETING

Monday, May 9, 2016, 4:00 p.m.

PRESENT: Glenn Bower, Barbara Hayde, Jeanne Holihan,  
Elaine Johnson, Carl Kennebrew, Margot Merz

PRESIDING: Jeanne Holihan, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:01 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 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

PROJECT UPDATE

The Executive Director presented a memo regarding the selection of Segment III architects for each projects. Negotiations are in process for agreements with Ruetschle Architects for the Wilmington-Stroop Branch design and Levin Porter Architects for both the West Carrollton and Southeast Branch designs.

There was discussion among the Executive Director and the Trustees about what design elements they would like to see continue into the Segment III projects.

The Executive Director shared a diagram of where the Southeast Branch will sit on the Belmont High School property as well as where the relocated ball field will be placed. A letter of intent has been drafted for the Dayton Public Schools and is being reviewed by the Library's legal counsel. The goal is to have an agreement, much like with the Vandalia Butler School Board, where DPS will allow the Library to build on the school property with the understanding that if the building ever stops being used by the Library, it will revert back to DPS.

Tom Marchesano, Director for Library Construction, presented the budget recalibration suggestions for Segment III which he will ask for approval at the May regular Board meeting.

The Executive Director discussed some ongoing property acquisition issues and opportunities for future branches.

ADJOURNMENT

On a motion by Ms. Hayde, seconded by Mr. Bower, the Board adjourned at 6:03 p.m.

Ayes: All

Nays: None



DAYTON METRO LIBRARY  
MINUTES OF THE BOARD FACILITIES MEETING

Monday, July 11, 2016, 4:00 p.m.

PRESENT: Barbara Hayde, Jeanne Holihan,  
Elaine Johnson, Margot Merz

PRESIDING: Jeanne Holihan, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:02 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 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

PROJECT UPDATE

Tom Marchesano, Director of Library Construction, went over the facilities budget noting that at the general Board meeting the update will include a line for grant dollars awarded specifically towards the facilities program.

The Executive Director discussed some ongoing property acquisition issues and opportunities for future branches.

Jayne Klose, Community Engagement Manager, went over the dates and expectations for the community forums for the Segment III branches.

AMMENDED INCLUSION POLICY

The Executive Director shared and amended version of the community inclusion policy and plan that will be put before the Board for approval at the next general Board meeting.

ADJOURNMENT

On a motion by Ms. Hayde, seconded by Ms. Merz, the Board adjourned at 5:15 p.m.

Ayes: All  
Nays: None

DAYTON METRO LIBRARY  
MINUTES OF THE BOARD FACILITIES MEETING

Monday, September 12, 2016, 4:00 p.m.

PRESENT: Glenn Bower, Barbra Hayde, Elaine Johnson,  
Carl Kennebrew, Margot Merz

PRESIDING: Barbra Hayde, Vice President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:03 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

On a motion by Ms. Merz, seconded by Mr. Bower, the agenda was approved by the Board.

Ayes: All  
Nays: None

PROJECT UPDATE

A delegation from the National Aviation Heritage Association (NAHA) was present to discuss the West Branch site location and how to tie in the NAHA site into a campus with DML.

The Executive Director shared updates on other Segment III projects. An update about offers made properties for sale was also given.

ADJOURNMENT

On a motion by Ms. Merz, seconded by Mr. Kennebrew, the Board adjourned at 5:43 p.m.

Ayes: All  
Nays: None

DAYTON METRO LIBRARY  
MINUTES OF THE BOARD FACILITIES MEETING

Monday, October 10, 2016, 4:00 p.m.

PRESENT: Glenn Bower, Barbra Hayde, Jeanne Holihan,  
Elaine Johnson, Carl Kennebrew, Arlin Vaughn

PRESIDING: Jeanne Holihan, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:00 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

On a motion by Ms. Hayde, seconded by Ms. Johnson, the agenda was approved by the Board.

Ayes: All  
Nays: None

PROJECT UPDATE

Tom Marchesano, Director for Library Construction, gave the Board a brief update on the budget to date as well as the current building schedule. The Main Library is currently on schedule to receive a temporary occupancy in December and equipment and materials can start moving in shortly after the New Year. Permeant occupancy is schedule for closer to March 2017.

COOPER PARK MAINTENANCE AGREEMENT

The Executive Director shared with the Board a preliminary draft agreement between the Library and the City of Dayton regarding maintenance of Cooper Park. Trustees were concerned about the Library's liability if it were to take on an active role in maintenance of the Park.

TROTWOOD SITE SELECTION

The Executive Director gave a report of the evaluation of sites for the new Trotwood Branch site as suggested by Trotwood City Manager, Quincy Pope.

ADJOURNMENT

On a motion by Ms. Hayde, seconded by Mr. Kennebrew, the Board adjourned at 5:14 p.m.

Ayes: All  
Nays: None

DAYTON METRO LIBRARY  
MINUTES OF THE BOARD FACILITIES MEETING

Monday, November 7, 2016, 4:00 p.m.

PRESENT: Glenn Bower, Jeanne Holihan, Elaine Johnson,  
Margot Merz, Arlin Vaughn

PRESIDING: Jeanne Holihan, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:00 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 conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

On a motion by Ms. Marz, seconded by Mr. Bower, the agenda was approved by the Board.

Ayes: All  
Nays: None

SALE OF PARCELS C1 AND C2 OF THE LOT LOCATED AT PATTERSON BLVD.

On March 11, 2016, the Executive Director signed a valid purchase agreement obligating the Dayton Metro Library to sell real property known as Parcel C1 and to sell real property known as Parcel C2 from recorded PARCEL R72 00602 0054 to Heartlight Properties, LLC for the price of \$30,000.00.

On a motion by Mr. Bower, seconded by Ms. Merz, the Board authorized Fiscal Officer David Hess to execute all necessary documents to sell and convey 0.233 acres of real property known as Parcel C1 and to sell and convey 0.237 acres of real property known as Parcel C2 from recorded PARCEL R72 00602 0054 currently owned by the Library located on Patterson Blvd. in Dayton, OH to Heartlight Properties, LLC for the price of \$30,000.00 and further authorized Fiscal Officer Hess to perform any and all acts necessary and incidental to consummate this transaction.

Ayes: All  
Nays: None

SALE OF PARCEL B1 OF THE LOT LOCATED AT 4<sup>TH</sup> STREET AND PATTERSON BLVD.

On March 11, 2016, the Executive Director signed a valid purchase agreement obligating the Dayton Metro Library to sell real property known as Parcel B1 from recorded PARCEL R72 00602 0054 currently owned by the Library located at the northeast corner of 4<sup>th</sup> Street and Patterson Blvd. in Dayton, OH to Charles V. Simms Development Corporation for the price of \$80,000.00.

On a motion by Ms. Johnson, seconded by Ms. Merz, the Board authorized Fiscal Officer David Hess to execute all necessary documents to sell and convey 0.302 acres of real property known as Parcel B1 from recorded PARCEL R72 00602 0054 currently owned by the Library located at the northeast corner of 4<sup>th</sup> Street and Patterson Blvd. in Dayton, OH to Charles V. Simms Development Corporation for the price of \$80,000.00 and further authorized Fiscal Officer Hess to perform any and all acts necessary and incidental to consummate this transaction.

Ayes: All  
Nays: None

Ms. Vaughn arrived at 4:11 p.m.

PROJECT UPDATE

Tom Marchesano, Director for Library Construction, gave the Board a brief update on the current building schedule. Trotwood is moving forward with the possibility to start design early next year. Vandalia's grand opening is on Thursday, October 17<sup>th</sup> at 3:30 p.m. There are no changes on the Main Library schedule at this time.

REAL ESTATE SERVICES

On a motion by Ms. Merz, seconded by Ms. Johnson, the Board approved the sale of the former Brookville Branch property, 425 Rona Parkway, Brookville, Ohio 45309 through Crest Commercial Realty Inc.

Ayes: All  
Nays: None

PROPERTY ACQUISITION UPDATE

The Executive Director updated the Board on property acquisition movement for the West Branch and Segment III.

ADJOURNMENT

On a motion by Ms. Johnson, seconded by Mr. Bower, the Board adjourned at 5:17 p.m.

Ayes: All  
Nays: None



DAYTON METRO LIBRARY  
MINUTES OF THE BOARD FACILITIES MEETING

Monday, December 12, 2016, 4:00 p.m.

PRESENT: Glenn Bower, Barbara Hayde, Jeanne Holihan,  
Margot Merz, Arlin Vaughn

PRESIDING: Jeanne Holihan, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:01 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 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

PROJECT UPDATE

Tom Marchesano, Director for Library Construction, gave the Board an update on the current building budgets and schedule for completion of projects. No significant changes are anticipated.

The Executive Director reported on the purchase of properties.

- Vandalia: The Library is waiting on the Vandalia Butler City Schools Board of Education to vacate its current building so that it can be torn down and the vacated land landscaped. The Executive Director also reported that he would be meeting with the Vandalia Butler Historical Society.
- West: The Executive Director has met with its partners in developing the former Wright Brothers factory site. He was pleased with a meeting that included the Ohio EPA staff regarding the current owners Voluntary Action Plan for remediation.
- Wilmington-Stroop: The Library is expecting a LOI with the new owners of the Wynds Apartments for a purchase of land/land swap at the current branch site.

- Southeast: The Executive Director reported that there have been continued discussions with Dayton Public Schools regarding the purchase of land at Belmont High School.

#### WEST BRANCH/PAUL LAURENCE DUNBAR STATUE

The Executive Director met with parties interested in the West Branch design and art programming. They want to commission a statue commemorating Paul Laurence Dunbar and would like to place it on the West Branch campus.

On a motion by Ms. Hayde, seconded by Ms. Merz, the Board approved for the Executive Director to write a letter to the group agreeing that if the sculpture is made that the Board would allow it to be displayed on the new West Branch Library campus.

Ayes: All  
Nays: None

#### ADJOURNMENT

On a motion by Ms. Merz, seconded by Ms. Hayde, the Board adjourned at 5:21p.m.

Ayes: All  
Nays: None