

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, February 6, 2017, 4:00 p.m.

PRESENT: Glenn Bower, Jeanne Holihan,
Margot Merz, Arlinda Vaughn

PRESIDING: Glenn Bower, Secretary

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The Secretary 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. Holihan, seconded by Ms. Merz, the agenda was approved by the Board.

Ayes: All
Nays: None

PROJECT UPDATE

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

The Executive Director reported on the purchase of properties.

- Vandalia: The Library met with Vandalia Butler City Schools Board of Education to discuss an easement and maintenance agreement on the joint entrance to the property.
- Southeast: The Executive Director reported that there have been continued discussions with Dayton Public Schools regarding the purchase of land at Belmont High School. He is meeting with the School Board in Executive Session at their next meeting to answer any lingering questions regarding the purchase.

ADJOURNMENT

The Board adjourned at 4:39p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, April 10, 2017, 4:00 p.m.

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

PRESIDING: Barbara Hayde, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The Secretary 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. Holihan, seconded by Ms. Merz, the agenda was approved by the Board.

Ayes: All
Nays: None

PROJECT UPDATE

The Executive Director and Tom Marchesano, Director for Library Construction, gave the Board an update on the current building schedule for completion of projects. Three of the four projects in Segment III are in design.

There was discussion about the allocation of money from the Building & Repair fund and using that money for property acquisition and site development. It was decided that the money should officially be earmarked for this purpose and a resolution will be voted on at the next full Board meeting.

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 of property.

A roll call vote was taken as follows:

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

Ayes: All
Nays: None

The Board entered Executive Session at 4:25 p.m. and returned to open session at 5:41 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

The Board adjourned at 5:41p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, June 12, 2017, 4:00 p.m.

PRESENT: Glenn Bower, Carl Kennebrew,
Margot Merz, Arlinda Vaughn

PRESIDING: Glenn Bower, Secretary

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The Secretary 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. Merz, seconded by Mr. Kennebrew, the agenda was approved by the Board.

Ayes: All
Nays: None

PROJECT UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. Main is on track to gain its TCO on June 19th and Administration and Special Collections staff are expected to move in shortly thereafter.

The Board also discussed the potential sale of the Ft. McKinley Branch.

WEST CARROLLTON FACILITY AGREEMENT

The Executive Director successfully completed negotiations with representatives of the City of West Carrollton for an amended and restated facility agreement that includes the reconstruction and expansion of the branch as a part of the West Carrollton Civic Center. The agreement incorporates a 30 year no-cost lease whereby the Dayton Metro Library expands and remodels the branch and the City of West Carrollton provides the required land and continuous use of the building that also includes shared parking

and other amenities. This agreement is similar to agreements made in 1977 and 1999 to build and expand the original branch at the government center.

Levin Porter Architects, Inc. is the architect of record for the project. The expansion and renovation project is estimated to cost approximately \$6,100,000.

On a motion by Ms. Merz, seconded by Ms. Vaughn, the Board approved the facilities agreement with the City of West Carrollton.

Ayes: All
Nays: None

ADJOURNMENT

The Board adjourned at 4:48p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, July 12, 2017, 4:00 p.m.

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

PRESIDING: Barbara Hayde, 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. Holihan, seconded by Ms. Merz, the agenda was approved by the Board.

Ayes: All
Nays: None

PROJECT UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. Main has obtained its TCO and staff will begin moving into the building immediately.

The Board discussed an alternative option for the disposition of the Old Miamisburg library building as proposed by the city of Miamisburg.

TROTWOOD PURCHASE AGREEMENT

The Executive Director negotiated a contract to purchase the approximately 3.7 acres Lot located in Trotwood, OH for the new Trotwood Branch Library. The Library has agreed to purchase the land from the City of Trotwood for the amount of \$60,000.

On a motion by Ms. Johnson, seconded by Ms. Holihan, the Board approved the 3.7 acres of land from the City of Trotwood for the amount of \$60,000 contingent that further investigation of the gas line easement does not cause negative consequences which would prevent execution of the purchase.

Ayes: All
Nays: None

ADJOURNMENT

On a motion by Ms. Holihan, seconded by Ms. Johnson, the Board adjourned at 4:53p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, September 11, 2017, 4:00 p.m.

PRESENT: Glenn Bower, Barbara Hayde, Jeanne Holihan,
Elaine Johnson, Carl Kennebrew, Arlinda Vaughn

PRESIDING: Barbara Hayde, 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 Mr. Kennebrew, seconded by Ms. Johnson, the agenda was approved by the Board.

Ayes: All
Nays: None

PROJECT UPDATE

Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. The Main punch list is about 70% complete with the HAVC system and security system being the biggest items to be addressed.

PROPERTY UPDATE

The Executive Director updated the Board on the following properties:

- Vandalia: the old school board building is set to be demolished next week and the Library is close to closing with the Vandalia Butler School Board.
- Miamisburg: the city would like the Library to give them the old library building in exchange for landscaping and maintenance on the new building. The Board thought the exchange was unequal as it would take 17+ years to recoup the value of the old building.

- West: the Executive Director had a good meeting with the University of Dayton, but it seems that UD is unsure of the direction they want to take in regard to a partnership with the West Branch. Design will go on as planned without changes. Property acquisition has become difficult with Holden Associates hiring a realtor to sell the property.
- Southeast: the Executive Director attended a Dayton Public School Board Meeting in which it was confirmed that DML and DPS still have a valid agreement and DML will continue progress with moving the ball field. A follow up letter was sent to the Executive Director with request for modifications to the ball field relocation. The President noted that DML is not obligated to make the modifications as the plans had already been approved by the Board and the time allotted to make modifications had lapsed.
- Trotwood: progress is being made in regard to the Vectren easement on the land DML would like to purchase for the new Branch.
- Woodman Ave: the next step will be for Levin Porter Architects to design a mockup of how the site would look with a branch on it and what modifications need to be made to improve the ingress/egress.
- Northmont: the Northmont School Board reached out to the Executive Director regarding a partnership with the schools. They would like to purchase the parcel of land for a new Elementary School and sell a portion to the Library, at cost, to build the new Northmont branch. They reached out to Reutchle Architecture to develop a site design.

NEW BUSINESS

The Executive Director passed out a revised policy regarding weapons on Library property and inside facilities to give Trustees ample time to review in preparation for the general Board meeting on September 20, 2017.

ADJOURNMENT

On a motion by Ms. Johnson, seconded by Mr. Kennnebrew, the Board adjourned at 5:11p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, October 9, 2017, 4:00 p.m.

PRESENT: Barbara Hayde, Jeanne Holihan,
Elaine Johnson, Carl Kennebrew

PRESIDING: Barbara Hayde, 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. Holihan, seconded by Ms. Johnson, the agenda was approved by the Board.

Ayes: All
Nays: None

PURCHASE OF PROPERTY

The Board approved the purchase of land from the City of Trotwood for the new Trotwood Branch Library at the July facilities meeting and a purchase agreement has been executed.

On a motion by Ms. Kennebrew, seconded by Ms. Holihan, the Board authorized Fiscal Officer, David Hess to execute all necessary documents to proceed with the purchase of the land, contingent upon appropriate due diligence investigations of the property, and legal review of the title by legal counsel.

Ayes: All
Nays: None

EASEMENT TO CITY OF KETTERING

The City of Kettering has requested a perpetual non-exclusive easement for the construction and removal of a public sidewalk/multi-use path in front of the Wilmington-Stroop Branch Library property. The proposed easement would not impact the library’s use of the property.

On a motion by Ms. Johnson, seconded by Mr. Kennebrew, the Board approved the easement to the City of Kettering.

Ayes: All
Nays: None

SOUTHEAST BRANCH SINGLE PRIME GENERAL CONTRACTOR PACKAGE

Shook Construction, acting as Construction Manager/Advisor on behalf of the Dayton Metro Library, issued an invitation to bid on the single prime general contractor package for the Southeast Branch. Seven (7) bids were received by the bid due date October 4, 2017.

<i><u>Bidder</u></i>	<i><u>Amount</u></i>
<i>Staffco Construction Fairborn, OH</i>	<i>\$6,374,000</i>
<i>Empire Building Company Cincinnati, OH</i>	<i>\$6,028,000</i>
<i>AKA Construction Inc. Dayton, OH</i>	<i>\$6,421,850</i>
<i>R.W. Setterlin Building Company Columbus, OH</i>	<i>\$6,365,000</i>
<i>Brumbaugh Construction Arcanum, OH</i>	<i>\$6,565,000</i>
<i>Leo B. Schroeder Inc. Dayton, OH</i>	<i>\$7,317,000</i>
<i>Becker Construction Inc. Dayton, OH</i>	<i>\$6,932,000</i>

These bids were presented to the Board and on a motion by Ms. Holihan, seconded by Mr. Kennebrew, the Board awarded Empire Building Company the single prime general contractor contract for the Southeast Branch for an amount not to exceed \$6,028,000.

Ayes: All
Nays: None

PROJECT UPDATE

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

ADJOURNMENT

There being no further business to discuss, the Board adjourned at 4:45p.m.

Ayes: All

Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, November 6, 2017, 4:00 p.m.

PRESENT: Glenn Bower, Jeanne Holihan, Carl Kennebrew

PRESIDING: Glenn Bower, Secretary

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The Secretary called the meeting to order at 4:01 p.m. and noted there was not a quorum present.

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. Holihan, seconded by Mr. Kennebrew, the agenda was approved by the Board.

Ayes: All
Nays: None

PROJECT UPDATE

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

HISTORICAL SOCIETY OF VANDALIA-BUTLER

The Board discussed a letter that was sent on November 1, 2017 from Joe Dranschak from the Historical Society of Vandalia-Butler as a follow up to his visit to the October 18, 2017 Board meeting.

BUDGET RECALIBRATION

Tom Marchesano and Gerry Mitchell, Facilities Construction consultants, discussed the most recent budget recalibration process. While they did provide a pro forma budget recalibration, they felt that they

would have more accurate information once the Wilmington-Stroop branch contract has been awarded. They anticipate coming to the Board in February with a recalibration to approve.

ADJOURNMENT

There being no further business to discuss, the Board adjourned at 5:12 p.m.

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, December 11, 2017, 4:00 p.m.

PRESENT: Glenn Bower, Barbara Hayde, Jeanne Holihan,
Elaine Johnson, Arlinda Vaughn

PRESIDING: Barbara Hayde, 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. Holihan, seconded by Mr. Bower, the agenda was approved by the Board.

Ayes: All
Nays: None

EXCHANGE AGREEMENT WITH WYNDS APARTMENTS

Dayton Metro Library and DEP Wynds Apartments, LLC have successfully concluded negotiations on the exchange of real estate, recorded easements, property improvements, and funds to enable the building of a new branch on the library owned property at the corner of Wilmington Pike and Stroop Ave. The existing 13,000 sq. ft. branch building will be demolished in early 2018 and a new 21,000 sq. ft. building with a larger parking lot will be constructed on the expanded lot. The Dayton Metro Library agrees to pay \$98,000 to Dep Wynds Apartments, LLC as a part of the Exchange Agreement.

On a motion by Mr. Bower, seconded by Ms. Johnson, the Board approved the exchange agreement as well as approving Fiscal Officer, David Hess to execute all necessary document to proceed with closing of the agreement.

Ayes: All
Nays: None

PROJECT UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. The Library is close to closing on the property for the new Trotwood branch. The Southeast branch property is currently being re-platted before a closing can be set.

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 the property acquisition.

A roll call vote was taken as follows:

Mr. Bower, Aye
Ms. Hayde, Aye
Ms. Holihan, Aye
Ms. Johnson, Aye
Ms. Vaughn, Aye

Ayes: All
Nays: None

The Board entered Executive Session at 4:18 p.m. and returned to open session at 5:14 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 Ms. Holihan, seconded by Ms. Johnson, the Board adjourned at 5:14 p.m.