

DAYTON METRO LIBRARY

AGENDA OF THE MEETING OF THE BOARD OF TRUSTEES

Wednesday, September 21, 2022, 4:00 p.m.

1. DECLARATION OF CONFLICTS OF INTEREST

Trustees have the opportunity to share any possible conflicts of interest involving issues and actions under consideration by the Board.

2. APPROVAL OF AGENDA - ACTION

The President will solicit from Trustees any additions or changes to the agenda.

3. APPROVAL OF MINUTES - ACTION

It is recommended that the Board take action on the minutes of the July 20, 2022 meeting of the Board.

4. CONSENT AGENDA - ACTION

All items on the Consent Agenda are considered to be routine in nature and will be enacted in one motion. There will be no separate discussion of these items unless a Board member so requests, in which event, the item will be removed from the Consent Agenda and considered as the first item after approval of the Consent Agenda.

A. WORKSHOP HOURS

It is recommended that the Board authorize the attendance of staff members at the workshop/conference as listed at the end of the agenda.

B. PERSONNEL ACTIONS

It is recommended that the Board approve the personnel actions as listed at the end of the agenda.

C. TUITION REIMBURSEMENT AGREEMENT

It is recommended that the Board approve the Tuition Reimbursement Agreement between the Board and Siara Farrar, Patron Services Assistant, Huber Heights Branch Library, in order to attend Sinclair Community College, School of Liberal Arts.

It is recommended that the Board approve the Tuition Reimbursement Agreement between the Board and Blanca Carolina Hannon, Information Services Assistant, West

Branch Library, in order to attend the Kent State University, School of Library and Information Science.

D. TUITION REIMBURSEMENT

It is recommended that the Board approve 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:

Amber Cristofaro, Early Literacy Coordinator, Youth Services, for the course “Engaging Young Children and Families”, Kent State University, 3.0 credit hours at a cost of \$2,211.00, and the course “Collection Management in Libraries”, Kent State University, 3.0 credit hours at a cost of \$2,211.00, for a total of \$4,422.00.

Siara Farrar, Patron Services Assistant, Huber Heights Branch Library, for the course “Interpersonal Communication”, Sinclair Community College, 3.0 credit hours at a cost of \$408.09, and the course “Physical Geology”, Sinclair Community College, 4.0 credit hours at a cost of \$544.12, for a total of \$952.21.

Blanca Hannan, Information Services Assistant, West Branch Library, for the course “Information Organization”, Kent State University, 3.0 credit hours at a cost of \$2,211.00, the course “People in the Information Ecology”, Kent State University, 3.0 credit hours at a cost of \$2,211.00, the course “Information Institutions and Professions”, Kent State University, 3.0 credit hours at a cost of \$2,211.00, and the course “Research and Assessment in Library and Information Science”, Kent State University, 3.0 credit hours at a cost of \$2,211.00, for a total of \$8,844.00.

Angela Keltner, Special Collections Clerk, Special Collections, for the course “Preservation and Conservation of Heritage Materials”, Kent State University, 3.0 credit hours at a cost of \$2,211.00, and the course “People in the Information Ecology”, Kent State University, 3.0 credit hours at a cost of \$2,211.00, for a total of \$4,422.00.

Camyel Young, Senior Acquisition Clerk, Collection Development, for the course “Cultural Heritage Informatics”, Kent State University, 3.0 credit hours at a cost of \$2,211.00, and the course “Foundations of Recordkeeping”, 3.0 credit hours at a cost of \$2,211.00, for a total of \$4,422.00.

5. COMMENTS FROM THE GENERAL PUBLIC

- Toshika Howard-Patterson

RULES AND PROCEDURE FOR PUBLIC COMMENT

- 1) Members of the general public who wish to comment shall register prior to the meeting and acknowledge their intention to comply with rules and procedures.
- 2) Speakers will be called in the order in which they register and asked to step forward to address the Board and have their comments recorded for the public record.

- 3) Unless approved by the Library’s Executive Director no fewer than seven (7) days in advance, comments shall be limited in duration to three (3) minutes. This time limit may be waived by the Board President.
- 4) Speakers shall limit their comments to matters pertaining to Library business. Speakers shall not be unduly repetitive of prior speakers.
- 5) All comments shall be made to the Board as a whole rather than an individual Board or Library staff member and shall be presented with civility and courtesy. Any questions or requests for additional information directed to the Board will be addressed in a reasonable time after the meeting by a Library staff member.
- 6) Meeting attendees will refrain from applause or vocal expressions of approval or disapproval of any comment.
- 7) Persons who violate any of these rules may be ordered to finish their comments immediately and/or leave the meeting.
- 8) In the interest of time or order, the Board President may terminate the public comment session of any meeting and add the remaining speakers to the next meeting’s agenda. The Board President shall rule on any procedural matter connected with any speaker and the ruling will be final.

6. MONTHLY FINANCIAL REPORT - ACTION

The Monthly Financial Reports for July and August 2022 are included in the Board packet.

The following investments were approved:

Major Sources of Revenue, Uses, and Investments					
<u>Date</u>	<u>Source</u>	<u>Amount</u>	<u>Use in Operations</u>	<u>Investment</u>	<u>Where</u>
7/1/2022	RE Tax Advance	\$354,426.99	\$188,786.23	\$165,640.76	Debt Service
7/8/2022	RE Tax Advance	\$1,084,848.73	\$568,893.36	\$515,955.37	Debt Service
7/15/2022	PLF	\$1,910,131.44	\$910,131.44	\$1,000,000.00	Star Ohio
7/15/2022	RE Tax Advance	\$1,448,836.12	\$769,136.51	\$679,699.61	Debt Service
7/23/2022	RE Tax Advance	\$3,343,026.22	\$1,788,782	\$1,554,244.22	Debt Service
7/30/2022	RE Tax Advance	\$1,494,054	\$800,300	\$693,753.97	Debt Service
8/12/2022	PLF	\$1,431,945	\$431,945	\$1,000,000.00	Star Ohio
Total		\$11,067,268.36	\$5,457,974.43	\$5,609,293.93	

7. RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR - ACTION

It is recommended that the Board adopt the following Resolution:

WHEREAS, The Board of Trustees of the Dayton Metro Library, Montgomery County, Ohio, in accordance with the provisions of law, has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2023; and

WHEREAS, The Budget Commission of Montgomery County, Ohio, has certified its action thereon to this Board, together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill tax limitation; therefore be it

RESOLVED, By the Board of Trustees of the Dayton Metro Library, Montgomery County, Ohio, that the amounts and rates as determined by the Budget Commission in its certifications, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said Public Library the rate of each tax necessary to be levied within and without the ten mill limitations as follows:

<u>Fund</u>	<u>Amount To Be Derived From Levies Outside 10 M. Limitation</u>	<u>County Auditor's Estimate of Tax Rate To Be Levied</u>
General Fund	\$11,739,567.00	1.75
Bond Fund	\$10,326,458.00	1.40

And be it further RESOLVED, that the Clerk of the Board be and is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

A **roll call** vote is needed.

8. EXECUTIVE DIRECTOR'S REPORT - INFORMATION

The Executive Director will update the Board on current library programs and services.

New Manager Intros:

- Bill Stolz, Branch Manager, Southeast
- Robert Owens, Assistant Branch Manager, Southeast
- Gabriela Varnson, Teen Services Librarian, Southeast
- Jillian Brookshire, Human Resources Manager
- Huahua Zhu, Accounting Manager

- Assured Partners Discussions regarding Benefits
- Claudine Bennett: "External Relations Audit"
- Jamie McQuinn: Paul Laurence Dunbar painting

- Sanghyun Lee: Playtime for Families Around the World and Bilingual Storytimes
- Gabriela Pickett: Hispanic Heritage Month

9. LIBRARIES FOR A SMARTER FUTURE UPDATE - INFORMATION

- Project budget update
- Facilities progress and upcoming milestones

10. NOMINATING COMMITTEE- ACTION

According to the MOU with the Dayton Metro Library Foundation, the Board must appoint a Trustee to serve as a liaison to the Foundation Board of Directors. Each term shall be one year in length. Following the departure of Ms. Elaine Johnson, this position must be filled, with a term running through December 31, 2022.

11. NEW BUSINESS

12. EXECUTIVE SESSION

It is 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) of the Ohio Revised Code to discuss appointment of a public employee.

A **roll call** vote will be needed.

13. DAYTON METRO LIBRARY RECORDS COMMISSION MEETING - INFORMATION

As required by 2007 changes to the Ohio Revised Code, Section 149.411 modified Ohio Public Records Law and mandated the creation of the Dayton Metro Library Records Commission. The records commission comprises the Executive Director, and all seven Library Trustees.

Among the requirement of the law, is an annual meeting to review the Library's records retention policy, disposal schedules, and consider any special requests for disposal of public records. The annual meeting is scheduled for Wednesday, October 19, 2022 at 4:00 p.m. in the Community Room at the Main Library. The regular meeting of the Board will follow immediately after the records commission meeting.

14. DAYTON METRO LIBRARY BOARD OF TRUSTEES MEETINGS - INFORMATION

The next regular meeting of the Dayton Metro Library Board of Trustees will be Wednesday, October 19, 2022 at 4:10 p.m. in the Community Room at the Main Library.

15. ADJOURNMENT – ACTION

CONSENT AGENDA ADDENDUM

A. WORKSHOP HOURS

It is recommended that the Board authorize the attendance of the following staff members at the workshop/conference indicated below:

Christina Alford, Information Services Assistant, West Carrollton Branch Library, Sarah Beavers, Information Services Librarian, Information Services, and Kristina Richey, Information Services Librarian, Information Services, to attend the “Safe Space: LGBTQ+ Cultural Competence Training” sponsored by Northeast Ohio Regional Library System being held at Medina County District Library on September 13, 2022. It is further recommended that registration in the amount of \$85.00 each and mileage in the amount of \$225.00 each be reimbursed by the Board.

Martha Ballinger, Information Services Librarian, Special Collections, to participate in the “Introduction to Web Archiving” e-course offered by Information School of UW-Madison beginning September 19, 2022 and ending October 30, 2022. It is further recommended that registration in the amount of \$250.00 be reimbursed by the Board.

Claudine Bennett, External Relations Manager, External Relations, to participate in the virtual “Advanced eCourse: Outreach and Marketing for Underserved Populations” sponsored by ALA beginning September 12, 2022 and ending December 11, 2022. It is further recommended that registration in the amount of \$450.00 be reimbursed by the Board.

Christian Brewington, Children Services Librarian, Outreach Services, to attend “ABOS Conference 2022” sponsored by ABOS being held in Scottsdale, AZ, from October 4, 2022 through October 6, 2022. It is further recommended that registration in the amount of \$450.00, airfare in an amount not to exceed \$850.00, ground transportation in an amount not to exceed \$40.00, lodging in an amount not to exceed \$600.00, and meals in an amount not to exceed \$180.00 be reimbursed by the Board.

Jillian Brookshire, Human Resources Manager, Human Resources, to attend “OHPELRA-Better Together” sponsored by OHPELRA being held in Lancaster, OH on September 16, 2022. It is further recommended that registration in the amount of \$275.00 and mileage in the amount of \$120.63 be reimbursed by the Board.

Aleshia Burt, Information Services Assistant, Trotwood Branch Library, Theresa Callen, Children Services Librarian, Main Youth Services, Alyssa Childs, Children Services Librarian, Northwest Branch Library, Jonathan Cline, Branch Library Manager, Electra C. Doren Branch Library, Trina Cole, Information Services Assistant, Burkhardt Branch Library, Mary Fenner, Information Services Assistant, Huber Heights Branch Library, Brittany Graham, Information Services Assistant, Miamisburg Branch Library, Teresa Guerra, Patron Services Assistant, Electra C. Doren Branch Library, Yoonmee Hampson, Branch Library Manager, Trotwood Branch Library, Blanca Hannan, Information Services Assistant, West Branch Library, Francesca Hary, Branch Library Manager, Burkhardt Branch Library, Andrew Hiatt, Children Services Librarian, Miamisburg Branch Library, David Hicks, Branch Library Manager, Miamisburg Branch Library, Chelsey Hostetler, Information Services Assistant, Northwest Branch Library, Winnie Johnson, Branch Library Manager, West Branch Library, Angela Jones, Assistant Branch Library Manager,

Vandalia Branch Library, Peter Kilkelly, Teen Services Librarian, Northwest Branch Library, Allison Knight, Youth Services Director, Youth Services, Noelle Landis, Teen Services Librarian, Southeast Branch Library, Robert Owens, Assistant Branch Library Manager, Southeast Branch Library, Karah Power, Youth Services Manager, Main Youth Services, Hannah Priebe, Patron Services Assistant, Vandalia Branch Library, LaToya Priest, Information Services Assistant, West Branch Library, Darryn Reams, Teen Services Librarian, Burkhardt Branch Library, Nerisse Seneca, Senior Patron Services Assistant, Trotwood Branch Library, William Stolz, Branch Library Manager, Southeast Branch Library, Subrina Thompson, Senior Patron Services Assistant, Patron Services, Kaelyn Townsend, Patron Services Assistant, West Branch Library, Chelsea Yergens, Teen Services Librarian, Huber Heights Branch Library, and Melissa Zimmerman, Children Services Librarian, Electra C. Doren Branch Library, to attend the “SafeServ Training” on-demand webinar sponsored by the Dayton Foodbank. It is further recommended that registration in the amount of \$20.00 each be reimbursed by the Board.

Rachael Bussert, Local History Librarian, Special Collections, to attend “Community Webs & Archive-It Symposium” sponsored by Internet Archive and being held in Chattanooga, TN on September 13, 2022. It is further recommended that mileage in the amount of \$508.75, parking in the amount of \$6.00, and lodging in the amount of \$245.00 be reimbursed by the Board.

Rebecca Calfe, Information Services Librarian, Information Services, Rachel Gut, Deputy Executive Director, Executive Administration, Dave Hicks, Branch Library Manager, Miamisburg Branch Library, Karah Power, Youth Services Manager, Main Youth Services, Jeff Reid, Collection Development Librarian, Collection Development, Kristina Richey, Information Services Librarian, Information Services, and Shaun Wright, Information Services Manager, Information Services, to attend “OLC Convention and Expo” sponsored by OLC being held in Toledo Ohio from September 27 through September 30, 2022. It is further recommended that registration in the amount of \$195.00 each, mileage in the amount of 174.33 each, parking in the amount of \$66.00 each, lodging in an amount not to exceed \$460.00 each, and meals in an amount not to exceed \$180.00 each be reimbursed by the Board.

Sara Carpenter, Catalog Librarian, Cataloging, Kelley Gorniak, Catalog Librarian, Cataloging, Deborah Hathaway, Cataloging Manager, Cataloging, and Sam Robinson, Catalog Librarian, Cataloging, to participate in the “Jumpstart Inclusive Cataloging” webinar sponsored by Library Journal on November 8, 2022. It is further recommended that registration in the amount of \$140.25 each be reimbursed by the Board.

Margaret Castillo, Information Services Assistant, Main Youth Services, to participate in the “Improve Library Service Through the Power of Partnerships” e-course sponsored by Library Journal beginning November 15, 2022 and ending November 29, 2022. It is further recommended that registration in the amount of \$237.24 be reimbursed by the Board.

Margaret Castillo, Information Services Assistant, Main Youth Services, to participate in the “Outreach Services for Underserved Children” e-course sponsored by ALA beginning October 17, 2022 and ending November 13, 2022. It is further recommended that registration in the amount of \$209.00 be reimbursed by the Board.

Laura Chamberlain, Teen Services Coordinator, Youth Services, to participate in the “A Place to Belong: Supporting Neurodiversity and Mental Health in Your Library” webinar

series sponsored by YALSA, beginning July 11, 2022 and ending August 5, 2022. It is further recommended that registration in the amount of \$188.20 be reimbursed by the Board.

Alyssa Childs, Children Services Librarian, Northwest Branch Library, to participate in the “Cultivating Civility, Resilience and Reflection in the Library Workplace” e-course sponsored by ALA beginning September 26, 2022 and ending October 24, 2022. It is further recommended that registration in the amount of \$188.10 be reimbursed by the Board.

Stephanie Cossell, Information Services Assistant, Wilmington-Stroop Branch Library, and Mariah Johnson, Cultural Programming Manager, Youth Services, to participate in the “Museum Quality Traveling Exhibits” webinar sponsored by SWON on July 28, 2022. It is further recommended that registration in the amount of \$5.00 each be reimbursed by the Board.

Angie Cotton, Patron Services Assistant, Patron Services, Jeanette Dohner, Senior Patron Services Assistant, Brookville Branch Library, Siara Farrar, Patron Services Assistant, Huber Heights Branch Library, and Ashlee Hammond, Assistant Branch Library Manager, West Branch Library, to participate in the “Kindness in the Workplace” webinar sponsored by Northeast Ohio Regional Library System on October 19, 2022. It is further recommended that registration in the amount of \$40.00 each be reimbursed by the Board.

Ann Crichton, Workforce Development Manager, Information Services, and Camille Hall, Business Services Specialist, Information Services, to attend “ULC Improve Your Local Economy Conference” sponsored by Urban Libraries and held in Baltimore, MD from September 21 to September 23, 2022. It is further recommended that registration in the amount of \$595.00 each, airfare in the amount of \$625.00 each, ground transportation in the amount of \$63.00 each, and lodging in the amount of 635.00 each be reimbursed by the Board.

Ally Doerman, Teen Services Librarian, Brookville Branch Library, and Chelsey Hostetler, Information Services Assistant, Northwest Branch Library, to participate in the “ASL for Librarians Bundle” webinar series beginning October 31, 2022 and ending April 9, 2023. It is further recommended that registration in the amount of \$599.00 each be reimbursed by the Board.

Jeanette Dohner, Senior Patron Services Assistant, Brookville Branch Library, Nathan Forsha, Information Services Assistant, Wilmington-Stroop Branch Library, Christy Trent, Information Services Assistant, Miamisburg Branch Library, and Robyn Williamson, Patron Services Assistant, Brookville Branch Library, to participate in the “Understanding Our Limits: How to Set Boundaries with Library Patrons” webinar sponsored by Northeast Ohio Regional Library System on September 7, 2022. It is further recommended that registration in the amount of \$40.00 each be reimbursed by the Board.

Phillip Dunlevy, Maintenance Manager, Facilities, to participate in the “Building Operator Certification Level 1” e-course sponsored by BOC beginning August 17, 2022 and ending November 17, 2022. It is further recommended that registration in the amount of \$1,695.00 be reimbursed by the Board.

Roland Gonzales, Human Resources Director, Human Resources, to attend “OHPELRA-Better Together” sponsored by OHPELRA being held in Lancaster, OH on September 16, 2022. It is further recommended that registration in the amount of \$87.50 and mileage in the amount of \$120.63 be reimbursed by the Board.

Brittany Graham, Information Services Assistant, Miamisburg Branch Library, to participate in the “Brave Voices, Brave Choices” webinar sponsored by PLA-ALA on July 27, 2022. It is further recommended that registration in the amount of \$71.10 be reimbursed by the Board.

Yoonmee Hampson, Branch Library Manager, Trotwood Branch Library, to attend “Joint Conference of Librarians of Color” sponsored by JCLC in St. Pete Beach, FL from October 5, 2022 until October 9, 2022. It is further recommended that registration in the amount of \$350.00, airfare in the amount of \$775.00, ground transport in the amount of \$100.00, lodging in the amount of \$1,200.00, and meals in the amount of \$240.00 be reimbursed by the Board.

Camee Hart, Outreach Services Manager, Outreach Services, to attend “ABOS Conference 2022” sponsored by ABOS being held in Scottsdale, AZ, from October 4, 2022 through October 6, 2022. It is further recommended that registration in the amount of \$350.00, airfare in an amount not to exceed \$850.00, ground transportation in an amount not to exceed \$40.00, lodging in an amount not to exceed \$600.00, and meals in an amount not to exceed \$180.00 be reimbursed by the Board.

Jessica Hunter, Information Services Librarian, Trotwood Branch Library, to participate in the “Finding a Needle in a Haystack: How to Successfully Research Grants” webinar sponsored by CharityHowTo on August 24, 2022. It is further recommended that registration in the amount of \$87.00 be reimbursed by the Board.

Douglas Keech, Facilities Manager, Facilities, to attend the “PIVOT- Pathway to Decarbonization” conference sponsored by Heapy Engineering being held September 14, 2022 at Sinclair Community College. It is further recommended that registration in the amount of \$60.00 be reimbursed by the Board.

Bradley Kuykendall, Assistant Branch Library Manager, Northwest Branch Library, Jason Long, Assistant Branch Library Manager, Northmont Branch Library, and Laura McIntosh, Patron Services Assistant, Northmont Branch Library, to participate in the “Weeding Your Collection” webinar sponsored by OLC on August 23, 2022. It is further recommended that registration in the amount of \$35.00 each be reimbursed by the Board.

Heather McClure, Safety and Protective Services Manager, Safety and Protective Services, Michael Pendleton, Protective Services Manager, Safety and Protective Services, and Taylor Smith, Protective Services Assistant, Safety and Protective Services, to participate in the “CPR/AED/First Aid Certification” webinar sponsored by American Red Cross on September 15, 2022. It is further recommended that registration in the amount of \$97.00 each be reimbursed by the Board.

Molly Millsop, Information Services Assistant, Miami Township Branch Library, to participate in the “Cultivating Civility, Resilience and Reflection in the Library Workplace” e-course sponsored by ALA beginning September 26, 2022 and ending

October 24, 2022. It is further recommended that registration in the amount of \$209.00 be reimbursed by the Board.

Steve Moser, Teen Services Librarian, Trotwood Branch Library, to participate in the “Engage Your Community Uniting Marketing/Outreach” e-course sponsored by LJ & SLJ beginning November 30, 2022 and ending December 14, 2022. It is further recommended that registration in the amount of \$237.24 be reimbursed by the Board.

Kristina Richey, Information Services Librarian, Information Services, to participate in the “How to Build LGBTQIA+ Centered Spaces, Programs, and Services” online workshop sponsored by LJ&SLJ beginning November 10, 2022 and ending December 1, 2022. It is further recommended that registration in the amount of \$209.94 be reimbursed by the Board.

Christina Sanders, Fiscal Officer/Finance Director, Finance, and Huahua Zhu, Accounting Manager, Finance, to participate in the “Library Fiscal Officer 102” webinar being sponsored by OLC on August 19, 2022. It is further recommended that registration in the amount of \$65.00 each be reimbursed by the Board.

Beth Storie, Senior Patron Services Assistant, Kettering-Moraine Branch Library, to participate in the “Patron Response Framework” webinar sponsored by NEO on August 17, 2022. It is further recommended that registration in the amount of \$40.00 be reimbursed by the Board.

Beth Storie, Senior Patron Services Assistant, Kettering-Moraine Branch Library, and Cindy Woodruff, Homework Help Manager, Youth Services, to participate in the “Addressing Microaggressions” webinar sponsored by NEO on December 14, 2022. It is further recommended that registration in the amount of \$40.00 each be reimbursed by the Board.

Beth Storie, Senior Patron Services Assistant, Kettering-Moraine Branch Library, and Cindy Woodruff, Homework Help Manager, Youth Services, to participate in the “Recognizing Bias” webinar being sponsored by NEO on December 1, 2022. It is further recommended that registration in the amount of \$40.00 each be reimbursed by the Board.

Jeffrey Trzeciak, Executive Director, Executive Administration, to attend “In-Person Metro Directors Meeting” being held in Columbus, OH on October 3, 2022. It is further recommended that mileage in the amount of \$88.75, parking in the amount of \$40.00, and lodging in the amount of \$390.37 be reimbursed by the Board.

Caitlin Wissler, Staff Development Manager, Human Resources, to participate in the “Articulate Storyline Certificate” e-course sponsored by ATD from September 8, 2022 until September 9, 2022. It is further recommended that registration in the amount of \$1,166.10 be reimbursed by the Board.

B. PERSONNEL ACTIONS

It is recommended that the following **Appointments** be accepted:

Reuben Clements, Facilities Technician, full-time, Grade 06, Facilities, Operations Center, effective August 28, 2022 at the rate of \$17.00 per hour.

Julian Elmore, Jr., Information Services Assistant, full-time, Grade 08, Trotwood Branch Library, effective August 28, 2022 at the rate of \$18.07 per hour.

Rae Elsen, Homework Help Assistant, substitute, Grade Sub08, Youth Services, Operations Center, effective July 17, 2022 at the rate of \$13.52 per hour.

Blair Hayes, Information Services Assistant, Grade 08, full-time, Grade 08, Southeast Branch Library, effective July 31, 2022 at the rate of \$18.07 per hour.

Mahalah Hines, Homework Help Assistant, substitute, Grade Sub08, Youth Services, Operations Center, effective August 28, 2022 at the rate of \$13.52 per hour.

Jasmine Jones, Information Services Assistant (Technology Emphasis), full-time, Grade 08, Southeast Branch Library, effective August 14, 2022 at the rate of \$18.07 per hour.

Robert Owens, Assistant Branch Library Manager, full-time, Grade S07, Southeast Branch Library, effective July 31, 2022 at the rate of \$28.8462 per hour.

Sarah Pearson, Children Services Librarian, full-time, Grade 11, Kettering-Moraine Branch Library, effective September 11, 2022 at the rate of \$24.51 per hour.

Tory Tomlinson, Dispatch Officer, full-time, Grade CE2, Safety and Protective Services, effective August 28, 2022 at the rate of \$17.16 per hour.

Emily Townsley, Homework Help Assistant, substitute, Grade Sub08, Youth Services, effective August 14, 2022 at the rate of \$13.52 per hour.

Gabriela Varnson, Teen Services Librarian, full-time, Grade 11, Southeast Branch Library, effective August 14, 2022 at the rate of \$24.51 per hour.

Huahua Zhu, Accounting Manager, full-time, Grade S08, Finance, Main Library, effective August 14, 2022 at the rate of \$33.1731 per hour.

It is recommended that the following **Change in Hours** be accepted:

Markell Scott, Patron Services Assistant, full-time, Grade 05, West Branch Library, from Patron Services Assistant, 3/5-time, Grade 05, West Branch Library effective August 28, 2022 at the rate of \$17.10 per hour.

It is recommended that the following **Change in Hours, Location and Position** be accepted:

Christina Alford, Patron Services Assistant, 4/5-time, Grade 05, Patron Services, Main Library, from Information Services Assistant (Technology Emphasis), full-time, Grade 08, West Carrollton Branch Library, effective September 11, 2022 at the rate of \$18.97 per hour.

It is recommended that the following **Change in Location** be accepted:

Ariya Smith, Information Services Assistant (Technology Emphasis), full-time, Grade 08, Southeast Branch Library, from Information Services Assistant (Technology Emphasis), full-time, Northwest Branch Library, effective August 7, 2022 at the rate of \$20.50 per hour.

It is recommended that the following **Leave Without Pay** be accepted:

Marla Bremer, Patron Services Assistant, 3/5-time, Grade 05, Patron Services, effective July 11, 2022 for 18 hours for personal reasons.

Teresa Curtis-Morrow, Children Services Librarian, full-time, Grade 11, Northwest Branch Library, effective September 8, 2022 for 24 hours for personal reasons.

Maggie Gall-Maynard, Teen Services Librarian, full-time, Grade 11, West Carrollton Branch Library, effective August 15, 2022 for 16.82 hours for illness.

Andrea Hayes, Information Services Assistant, full-time, Grade 08, Southeast Branch Library, effective August 8, 2022 for 8 hours for vacation.

Caitlin Jones, Information Services Assistant, full-time, Grade 08, Kettering-Moraine Branch Library, effective October 28, 2022 for 16 hours for personal reasons.

Jasmine Jones, Information Services Assistant (Technology Emphasis), full-time, Grade 08, Southeast Branch Library, effective August 29, 2022 for 40 hours for commitments made before hire.

Robert Owens, Assistant Branch Library Manager, full-time, Grade S07, Southeast Branch Library, effective August 19, 2022 for 24 hours for contracted days, effective August 26, 2022 for 2 hours for personal reasons, and effective October 7, 2022 for 24 hours for contracted days.

Kaelyn Townsend, Patron Services Assistant, full-time, West Branch Library, effective August 15, 2022 for 40 hours for illness, and effective August 24, 2022 for 16 hours for injury.

It is recommended that the following **Hay Reclassification** be accepted:

Kim Dellinger, Events Manager, full-time, Grade S08, External Relations, Main Library, effective August 28, 2022 at the rate of \$33.1085 per hour.

It is recommended that the following **Promotion** be accepted:

Subrina Thompson, Senior Patron Services Assistant, full-time, Grade 06, Patron Services, Main Library, from Patron Services Assistant, full-time, Grade 05, Patron Services, Main Library, effective July 31, 2022 at the rate of \$18.66 per hour.

It is recommended that the following **Promotion, Change in Hours, Change in Location** be accepted:

Theresa Araya, Senior Patron Services Assistant, full-time, Grade 06, Electra C. Doren Branch Library, from Patron Services Assistant, 1/2-time, Grade 05, Northwest Branch Library, effective August 14, 2022 at the rate of \$16.85 per hour.

Jessica Hunter, Nonprofit Services Specialist, full-time, Grade 12, Information Services, Main Library, from Information Services Librarian, substitute, Grade Sub11, Trotwood Branch Library, effective September 11, 2022 at the rate of \$26.12 per hour.

It is recommended that the following **Promotion, Change in Location** be accepted:

Destinee Hamilton, Human Resources Assistant, full-time, Grade CE4, Human Resources, Main Library, from Patron Services Assistant, full-time, Grade 05, Patron Services, Main Library, effective August 14, 2022 at the rate of \$19.84 per hour.

Bradley Kuykendall, Floater Manager, full-time, Grade S09, Public Services Administration, from Assistant Branch Library Manager, full-time, Grade S07, Northwest Branch Library, effective July 31, 2022 at the rate of \$33.2721 per hour.

Jeffrey Opt, Audio-Visual Services Technician, full-time, Grade10, Information Technology Services, from Information Services Assistant, full-time, Grade 08, Vandalia Branch Library, effective September 11, 2022 at the rate of \$21.12 per hour.

It is recommended that the following **Rehire as Substitute** be accepted:

Katelyn Hannah, Information Services Assistant (Technology Emphasis), substitute, Grade Sub08, Southeast Branch Library, effective July 17, 2022 at the rate of \$14.22 per hour.

Shirley Wright, Patron Services Assistant, substitute, Grade Sub05, Northwest Branch Library, effective September 11, 2022 at the rate of \$11.69 per hour.

It is recommended that the following **Resignation** be accepted:

Mikayla Burr, Patron Services Assistant, 1/2-time, Grade 05, Burkhardt Branch Library, effective September 13, 2022.

Megan Cooper, Development Manager, full-time, Grade S08, External Relations, Main Library, effective September 23, 2022.

Jennifer Effinger, Information Services Assistant (Technology Emphasis), full-time, Grade 08, Outreach Services, effective September 10, 2022.

Diane Farrell, External Relations and Development Director, full-time, Grade S11, External Relations, effective September 6, 2022.

Kelly Fullan, Children Services Librarian, full-time, Grade 11, Huber Heights Branch Library, effective August 11, 2022.

Roland Gonzales, Human Resources and Organizational Development Director, full-time, Grade S12, Human Resources, Main Library, effective October 7, 2022.

Joshua Grisham, Dispatch Officer, full-time, Grade CE2, Safety and Protective Services, effective August 26, 2022.

Raida Hamad, Patron Services Assistant, full-time, Grade 05, Southeast Branch Library, effective July 22, 2022.

Donna Hangen, Administrative Assistant for Development, full-time, Grade CE5, External Relations, Main Library, effective September 22, 2022.

Benjamin Steingass, Information Services Assistant, full-time, Grade 08, New Lebanon Branch Library, effective August 6, 2022.

Margaret Steward, Assistant Branch Library Manager, full-time, Grade S07, Huber Heights Branch Library, effective September 23, 2022.

It is recommended that the following **Return to Appointed Position** be accepted:

Jason Long, Assistant Branch Library Manager, full-time, Grade S07, Northmont Branch Library, from Interim Branch Library Manager, full-time, Grade S08, Miami Township Branch Library, effective July 31, 2022 at the rate of \$28.3414 per hour.

It is recommended that the following **Retirement** be accepted:

Cynthia Manship, Patron Services Assistant, 4/5-time, Grade 05, Huber Heights Branch Library, effective September 30, 2022, after more than 20 years of service.