

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, January 14, 2019, 4:00 p.m.

PRESENT: Glenn Bower, Barbara Hayde, Jeanne Holihan
Margot Merz, 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. Merz, seconded by Mr. Bower, 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. Wilmington-Stroop and Southeast both buttoned-up. The Trotwood Branch designs are complete and a recommendation should be coming to the Board at the February facilities meeting. An agreement with the City of Miamisburg for the old branch building is still being worked out but a hiccup with the parking lot easement is holding up the process.

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) to discuss property acquisition.

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

A roll call vote was taken as follows:

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

Ayes: All
Nays: None

The Board entered Executive Session at 4:54 p.m. and returned to open session at 5:30 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

There being no further business to discuss, the Board adjourned at 5:30 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, February 11, 2019, 4:00 p.m.

PRESENT: Glenn Bower, Barbara Hayde, Jeanne Holihan,
Carl Kennebrew, 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. Merz, seconded by Mr. Kennebrew, the agenda was approved by the Board.

Ayes: All
Nays: None

TROTWOOD 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 Trotwood Branch. Five (5) bids were received by the bid due date January 31, 2019.

| <u>Bidder</u> | <u>Amount</u> |
|---|---|
| Staffco Construction Fairborn, OH | \$4,677,000 |
| R.W. Setterlin Building Company Columbus, OH | \$4,880,000 |
| Brumbaugh Construction Arcanum, OH | \$5,183,000 |
| RL Fender Construction Co. Dayton, OH | \$4,925,353 |
| Bilbrey Construction Inc. Dayton, OH | \$4,670,150 (Incomplete Bid Documentation) |

These bids were presented to the Board and on a motion by Mr. Kennebrew, seconded by Ms. Merz, the Board awarded Staffco Construction Inc. the single prime general contractor contract for the Wilmington-Stroop Branch for an amount not to exceed \$4,677,000.

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. Wilmington-Stroop and Southeast are scheduled to be completed this summer. The letter of intent with the City of Dayton regarding the purchase of property for the West branch is currently under legal review.

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) to discuss property acquisition.

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

A roll call vote was taken as follows:

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

Ayes: All
Nays: None

The Board entered Executive Session at 4:44 p.m. and returned to open session at 5:08 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 Mr. Kennebrew, the Board adjourned at 5:08 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, March 11, 2019, 4:00 p.m.

PRESENT: Glenn Bower, Barbara Hayde, Elaine Johnson,
Margot Merz, 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. Merz, seconded by Ms. Johnson, the agenda was approved by the Board.

Ayes: All
Nays: None

DONATION AGREEMENT FOR THE FORMER MIAMISBURG BRANCH BUILDING

In July of 2015, Trustees approved the purchase of land from the Miamisburg City School District for a new Miamisburg Branch Library at 545 East Linden Avenue. As part of that agreement there was a permanent parking easement given to the Library for the parking lot constructed by the School District at 122 S. Sixth St. on site of the former Wantz Middle School. The agreement committed the Library to share responsibility for routine maintenance, cleaning, and snow removal of the parking lot.

When the new Miamisburg Branch Library opened in 2017, the Library vacated the old branch at 35 South Fifth Street and the City expressed an interest in the building. The vacated building was constructed on land donated to the Library by the City prior to construction of the branch in the 1970s.

In exchange for the vacant building, the City has agreed to assume the Library's routine maintenance and snow removal responsibilities for the of the aforementioned parking lot as well as maintenance for the landscaping and other general maintenance of the exterior grounds of the new library building.

On a motion by Ms. Johnson, seconded by Ms. Merz, the Board approved the donation of the old Miamisburg library building to the City of Miamisburg as outlined in the agreement. It is further

approved the authorization of Fiscal Officer David Hess to execute all necessary documents to complete the exchange.

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. Wilmington-Stroop and Southeast are on schedule to be completed this summer. Site work has begun at for the new Trotwood branch. The letter of intent with the City of Dayton has been sign for the purchase of property for the West branch. There will be a community forum on April 4th with the West community to discuss the new branch.

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) to discuss property acquisition.

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

A roll call vote was taken as follows:

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

Ayes: All
Nays: None

The Board entered Executive Session at 4:27 p.m. and returned to open session at 5:04 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. Merz, seconded by Ms. Vaughn, the Board adjourned at 5:08 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, May 6, 2019, 4:00 p.m.

PRESENT: Glenn Bower, 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 4:02 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. Johnson, seconded by Ms. Holihan, the agenda was approved by the Board.

Ayes: All
Nays: None

APPROVAL LETTER OF INTENT

On a motion by Ms. Merz, seconded by Ms. Holihan, the Board approved the execution of a letter of intent with the Northmont City School District to purchase approximately 4 acres of property along Route 40 in Englewood for the new Northmont Branch Library.

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. Wilmington-Stroop has developed a hiccup in paving the entranceway, as it was discovered that there was inferior soil underneath the old pavement which could cause a problem due to the high-pressure gas line underneath. Remediation is being done and a plan has been developed to fix the problem. As of now, the Branch is still scheduled to open on June 1, 2019. The slab for the Trotwood Branch has been poured and construction is about 15% complete.

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) to discuss property acquisition.

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

A roll call vote was taken as follows:

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

Ayes: All
Nays: None

The Board entered Executive Session at 4:37 p.m. and returned to open session at 5:30 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

There being no further business to discuss, the Board adjourned at 5:30 p.m.

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, October 7, 2019, 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 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. Johnson, seconded by Ms. Merz, the agenda was approved by the Board.

Ayes: All
Nays: None

PROJECT & BUDGET UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. Trotwood is 50% complete and the project is progressing nicely. The West Branch's schematic design phase has been pushed back 30 days due and the budget will need to be resubmitted.

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) to discuss property acquisition.

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

A roll call vote was taken as follows:

Mr. Bower, Aye

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

Ayes: All
Nays: None

The Board entered Executive Session at 4:49 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

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

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, November 11, 2019, 4:00 p.m.

PRESENT: Glenn Bower, 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 4:03 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 Ms. Johnson, the agenda was approved by the Board.

Ayes: All
Nays: None

PROJECT & BUDGET UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. Trotwood is 60% complete and has a projected opening in March 2020. Jayne Klose, Community Relations Manager, shared photos of the Nature Play area for the Trotwood branch. The West Branch's schematic design phase has been pushed back due to the budget and will need to be resubmitted.

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) to discuss property acquisition.

Ms. Johnson made a motion for the Board to enter into Executive Session, Ms. Holihan seconded.

A roll call vote was taken as follows:

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

Ayes: All
Nays: None

The Board entered Executive Session at 4:25 p.m. and returned to open session at 4:48 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

There being no further business to discuss, the Board adjourned at 4:48 p.m.

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, December 9, 2019, 4:00 p.m.

PRESENT: Barbara Hayde, Jeanne Holihan, Margot Merz

PRESIDING: Barbara Hayde, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:01 p.m. Since there was no quorum present, all action items from the agenda were deferred to the regular Board meeting on December 18, 2019.

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 & BUDGET UPDATE

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

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) to discuss property acquisition.

Ms. Johnson made a motion for the Board to enter into Executive Session, Ms. Holihan seconded.

A roll call vote was taken as follows:

Ms. Hayde, Aye
Ms. Holihan, Aye
Ms. Merz, Aye

Ayes: All
Nays: None

The Board entered Executive Session at 4:30 p.m. and returned to open session at 4:40 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

There being no further business to discuss, the Board adjourned at 4:40 p.m.