

**Board of Trustees**  
Regular Meeting Minutes  
April 17, 2023

**Call to Order**

The Wright Memorial Public Library Board of Trustees met in regular session on April 17, 2023. President Randale J. Honaker III called the regular meeting to order at 6:07 p.m.

Board of Trustees Present:

Mr. Randale J. Honaker III  
Mrs. Jennifer Enseleit  
Mrs. Lu Ann Stanley (*arrived at 7:13*)  
Dr. Darrell Crowe  
Mr. Bob Eling  
Mr. Joseph Fulford  
Ms. Candise Powell

A quorum was declared with seven members present.

Others in Attendance:

Mrs. Kristi Hale, Director  
Mrs. Tiffany Hiser, Shared Resource Center  
Mrs. Lauren Vonderheide, Shared Resource Center

**Agenda**  
**2023-029**

Mrs. Enseleit moved, seconded by Mr. Eling, to approve the agenda.

Roll Call: Ayes, Honaker, Enseleit, Stanley, Crowe, Eling, Fulford, Powell. Nays: None

**Minutes**  
**2023-030**

Mr. Fulford moved, seconded by Ms. Powell, to approve the minutes of the February 20, 2023 Regular Meeting.

Roll Call: Ayes; Honaker, Enseleit, Stanley, Crowe, Eling, Fulford, Powell. Nays; None.

**Public Comment**

None

**Staff Comment / Report**

None.

**Special Committees**

- A. Strategic Planning Committee –The Committee will meet on Friday, April 21, 2023 at 12:00 p.m.

**Library Foundation Liaison Report – Dr. Crowe**

- A. Foundation Board met on April 3, 2023.
- B. The Foundation approved three new grants: support for teen exam breaks; book prizes for youth participating in the 2023 Summer Reading Club; and a Falconry program.
- C. A donor appreciation event will be held on Sunday, April 23, 2023 at 5:30 p.m.
- D. The Foundation has a new Legacy Giving brochure and will soft-launch this initiative at the donor appreciation event.

**Fiscal Officer's Report – Tiffany Hiser**

- A. Financial Report – February 2023
- B. Amend Estimated Resources & Annual Appropriations

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**2023-31** Dr. Crowe moved, seconded by Mr. Eling, to approve the March 2023 Financial Report and Amended Estimated Resources & Annual Appropriations.

Roll Call: Ayes; Roll Call: Ayes, Honaker, Enseleit, Stanley, Crowe, Eling, Fulford, Powell. Nays; None.

**Director's Report – Mrs. Hale**

- A. Library Usage Report and Collection Statistics – addendum
  - 1. March 2023 database statistics were not yet available and were not included in the report.
- B. March 2023 Library Highlights – addendum
- C. Updates
  - 1. Facilities
    - a. C&N will tuckpoint and waterproof brick at east wall above the 1972 roof for an estimated cost of \$800. This treatment should be repeated every five years.
    - b. Enterprise Roofing will add 25 snow guards on slate roof to prevent gutters from being damaged in snowfall. Some additional slate roof repairs are also needed, for a total estimated cost of \$6,045.
    - c. Landscape:
      - 1. There is mulch erosion at northwest corner near downspout.
      - 2. Spring bed cleanup is underway.
      - 3. Wright Memorial Public Library Foundation was awarded a \$1,000 landscaping grant from Montgomery County to be used to purchase native plants for the shade garden. A small fence will be erected to protect new plantings from wildlife. Location of private gas lines is needed prior to erecting the fence.
      - 4. Plans for the book drop area are under review; this will be funded by a grant from the Library Foundation. No planting will be undertaken this year for the area around the Far Hills sign.
    - d. Free feminine products have been placed in the Park Level women's restroom.
    - e. Next Chapter Project updates
      - 1. Lighting vendor will supply clips to be installed on fixtures in Children's Room; ESI will install once received.
      - 2. Thermostat on one heating unit in staff breakroom is malfunctioning. ESI will investigate when they repair the Children's Room fixtures.
      - 3. Community Room
        - a. Projector board – options to replace the projector board are under review. There will be some costs associated with installation of the replacement. Existing board will be relocated by vendor at no cost.
        - b. LWC recommends a 6" chair rail painted to match existing wall color.
        - c. Landscaping will be assessed by vendor this spring and replanted in fall 2023.
  - 2. Staff
    - a. Community Engagement Specialist position has been filled; several part-time positions are open.
    - b. Hours for support staff have been increased to fulfill demands of passport processing; budget adjustments are not expected, but Mrs. Hale will monitor and report back to the board if necessary.
  - 3. Technology

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- a. OPLIN has installed a higher speed internet connection for the building, with service to begin in the summer.
- b. One touchscreen catalog computer has been installed; additional catalogs will be deployed when the hardware arrives.
4. Collections, Services, & Programs
  - a. Programs recognizing Earth Day will be held on Saturday, April 22, 2023.
  - b. Programs and displays recognize April as National Poetry Month
5. Community Engagement
  - a. The week of April 23 – 29 is National Library Week; events are planned daily.
  - b. Mrs. Hale and Mrs. Enseleit will represent Wright Library at Legislative Day in Columbus on April 26, 2023.
6. Other Updates
  - a. In Llano County, Texas, a federal district court issued a preliminary injunction ordering the Llano County, TX government and Llano County Public Library Board to return books to the library's shelves that were removed from the collection because some users, county residents, and county officials found their contents objectionable.
7. Community Involvement
  - a. Rotary Meetings, 3/24, 3/31, and 4/7
  - b. OIC Leadership Team Meeting and Annual Meeting of the Membership, 4/4/23
  - c. Woman's Literary Club of Dayton, 3/23 and 4/6

**New Business**  
2023-32

- A. June 2023 Regular Meeting Date moved to June 26, 2023 due to federal holiday

Mrs. Stanley moved, seconded by Mrs. Enseleit, to approve date change.

Roll Call: Ayes, Honaker, Enseleit, Stanley, Crowe, Eling, Fulford, Powell. Nays: None

**Action Items:**

None.

Prior Meeting:

- A. Book Recommendations – Mrs. Stanley (open)

Current Meeting:

- A. Plan generator testing – Mrs. Hale and Mr. Eling

**Upcoming Meeting Dates & Announcements**

- A. BOT Meeting – Regular Meeting, Monday, May 15, 2023 @ 6:00 p.m. to be held at Wright Memorial Public Library.
- B. 2023 Wright Library Foundation Donor Appreciation Event – Sunday, April 23, 2023 @ 5:30 p.m. to be held at Wright Memorial Public Library.
- C. Library Legislative day – Wednesday, April 26<sup>th</sup>, 2023 @ the Ohio Statehouse Atrium. Keynote Address from Governor Mike DeWine.
- D. BOT Meeting – Regular Meeting, Monday, June 26, 2023 @ 6:00 p.m. to be held at Wright Memorial Public Library

**Adjournment**

Mrs. Enseleit moved, seconded by Mr. Eling to adjourn the meeting at 7:17 p.m.

Roll Call: Ayes; Roll Call: Ayes, Honaker, Enseleit, Stanley, Crowe, Eling, Fulford, Powell. Nays: None

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Respectfully submitted,

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Lu Ann Stanley, Secretary

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Randale J. Honaker III, President