

**Board of Trustees**  
Regular Meeting Minutes  
February 15, 2021

**Call to Order**

The Wright Memorial Public Library Board of Trustees met in regular session on February 15, 2021 held virtually. President Joseph Fulford called the regular meeting to order at 6:09 p.m.

Board of Trustees Present:            Mr. Joseph Fulford  
   Mr. Randale J. Honaker III  
   Mrs. Lu Ann Stanley  
   Dr. Darrell Crowe  
   Mr. Bob Eling  
   Mrs. Jennifer Enseleit  
   Mr. Joshua Lounsbury

A quorum was declared with seven members present.

Others in Attendance:  
   Mrs. Kristi Hale, Director  
   Mrs. Mary Hopton, Fiscal Officer  
   Brian Potts, Operations Coordinator

**Agenda**  
**2021-015**

Mrs. Stanley moved, seconded by Mr. Lounsbury to amend the agenda.

Roll call: Ayes; Fulford, Honaker, Stanley, Crowe, Eling, Enseleit, Lounsbury. Nays; None.

**2021-016**

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

Roll call: Ayes; Fulford, Honaker, Stanley, Crowe, Eling, Enseleit, Lounsbury. Nays; None.

**Minutes**  
**2021-017**

Mrs. Enseleit moved, seconded by Mrs. Stanley to approve the minutes of the January 25, 2021 Organizational Meeting and Amended January 25, 2021 Regular Meeting.

Roll call: Ayes; Fulford, Honaker, Stanley, Crowe, Eling, Enseleit, Lounsbury. Nays; None.

**Public Comment**

None.

**Staff Comment / Report**

None.

**Facilities Committee – Mr. Fulford**

A. Joint Meeting with Finance Committee on February 11, 2021.

**Library Foundation Liaison Report – Mrs. Enseleit**

- A. The Foundation Board met virtually on February 3, 2021.
- B. The Library Foundation has been awarded a \$150,000 grant from the Jack W. and Sally D. Eichelberger Foundation of The Dayton Foundation, in support of the capital project.

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- C. The Capital Campaign is 90% to goal.

**Next Chapter Project**

- A. Pre-construction Expenditures
- B. Special Obligation Notes Update
- C. Construction Manager at Risk Guaranteed Maximum Price Proposal – Danis \$3,989,955.

**2021-018** Mr. Lounsbury moved, seconded by Mr. Honaker to approve the Guaranteed Maximum Price Proposal from Danis of \$3,989,955 and a contingency split of 70% for the Library and 30% for Danis.

Roll call: Ayes; Fulford, Honaker, Stanley, Crowe, Eling, Enseleit, Lounsbury. Nays; None.

- D. Capital Projects fund
  - 1. Appropriation of \$3,405,897 to Danis.

**2021-019** Dr. Crowe moved, seconded by Mrs. Stanley to approve the appropriation of \$3,405,897 from the Capital Projects fund for Danis.

Roll call: Ayes; Fulford, Honaker, Stanley, Crowe, Eling, Enseleit, Lounsbury. Nays; None.

- E. Project Update

**Fiscal Officer's Report – Mrs. Hopton**

- A. Financial Report – January 2021
- B. Amended Estimated Revenue and Annual Appropriations Budget 2021
- C. Contributions & Donations – January 2021

**2021-020** Mr. Eling moved, seconded by Mrs. Enseleit to accept the Financial Report - January 2021, Amended Estimated Revenues and Annual Appropriations Budget 2021, and Contributions & Donations – January 2021.

Roll call: Ayes; Fulford, Honaker, Stanley, Crowe, Eling, Enseleit, Lounsbury. Nays; None.

**Director's Report – Mrs. Hale**

- A. Director's Report
- B. Library Usage Report and Collection Statistics – addendum
  - 1. Freegal streaming music service statistics are reported as a database in accordance with statewide statistics.
  - 2. Usage statistics continue to lag due to many factors related to the pandemic and construction.
- C. Library Highlights - addendum
- D. Updates
  - 1. COVID-19 Planning –Service continues to be limited for health and safety reasons.
  - 2. Facilities – Enterprise Roofing will be contracted for asbestos abatement; a sewer line backup was repaired.
  - 3. Staff – New Adult Services librarian started on 2/1/21.

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4. Collections, Services, & Programs - Passport processing service restarted on 2/1/21; new mobile hotspots have been ordered to replace lost or broken equipment; Jim Henson museum program scheduled for this week has large registration numbers.
5. Community Involvement
  - a. Rotary, 1/29/21, 2/5/21, 2/12/21
  - b. Rotary Board Meeting, 2/9/21
  - c. Oakwood Inclusion Coalition Public Meeting, 1/27/21
  - d. Oakwood Inclusion Coalition Leadership Team, 2/1/21
  - e. Donor Meetings, 1/28/21, 2/3/21
6. Upcoming Events
  - a. WMPL Construction Update at City Council on April 5, 2021 at 7:30 p.m.

**New Business**

None.

**Action Items**

**Prior Meeting:**

- A. Intention of Using Katharine Wright Park – seek pre-approval for use with the City of Oakwood at the February Meeting – Mrs. Hale and Mr. Fulford (open until March)
- B. Tour of Facilities – coordinate with Bob Eling (open)
- C. Trustee Picture – Mrs. Hale (closed)

**Current Meeting:**

None.

**Upcoming Meeting Dates & Announcements**

- A. OLC Trustee Workshop – Saturday, March 6, 2021 @ 8:45 a.m. to be held virtually.
- B. BOT Meeting – Regular Meeting, Monday, March 15, 2021 @ 6:00 p.m. to be held virtually.

**Adjournment**

Dr. Crowe moved, seconded by Mr. Eling to adjourn the meeting at 7:11 p.m.

Roll call: Ayes; Fulford, Honaker, Stanley, Crowe, Eling, Enseleit, Lounsbury. Nays;  
None.

Respectfully submitted,

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Lu Ann Stanley, Secretary

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Joseph Fulford, President