

**MINUTES OF THE BOARD OF TRUSTEES OF THE PUBLIC LIBRARY
OF CINCINNATI AND HAMILTON COUNTY**

Date: October 11, 2018

Meeting: Regular

Place: Harrison Branch - 10398 New Haven Road, Harrison, OH

REGULAR MEETING

CALL TO ORDER

ROLL CALL

Trustees Present: Ms. Allen, Ms. Clemons, Mr. Hendon, Ms. Kohnen, Mrs. LaMacchia, Mr. Moran, and Ms. Redden

Trustees Absent: None

Present: Carl Allison, Paula Brehm-Heeger, Molly DeFosse, and Beth Yoke

ACTION ITEMS

RESOLUTION HONORING MRS. TRAUTH

Mr. Moran presented the following resolution:

Whereas, Barbara W. Trauth was first appointed to the Board of Library Trustees on December 13, 2011 by the Board of County Commissioners of Hamilton County, for a full seven-year term expiring September 30 2018, and

Whereas, Mrs. Trauth served for 7 years as a valued member of the Board of Library Trustees including Vice President of the Board in 2017, and

Whereas, while she served on the Board, the Library received national recognition including the National Medal for Museum and Library Service in 2013 and consecutive five-star ratings from Library Journal in 2013, 2014, 2015, and 2016, and

Whereas, while she served on the Board, Library use reached record levels resulting in the Library being the 2nd busiest in the United States in 2016 and the third busiest in 2017, and

Whereas, Mrs. Trauth supported the building or renovation of Library branches in nearly a dozen Hamilton County communities including Avondale, Pleasant Ridge, Clifton, St. Bernard, Reading,

Loveland, and Greenhills, creating accessible spaces and upholding the Library’s mission of connecting people with the world of ideas and information, and

Whereas, throughout her tenure on the Board, Mrs. Trauth expressed her support and commitment to the Library’s vision to excel in customer service, to be the first choice for information, to anticipate and meet the changing needs of the community, assure equitable access to the Library’s resources and services, and be a dynamic force in the community,

NOW THEREFORE, BE IT RESOLVED in recognition of her years of devoted service, the Members of the Board of Trustees thank and commend Barbara W. Trauth for her dedicated service to the Public Library of Cincinnati and Hamilton County.

BE IT FURTHER RESOLVED that a copy of this Resolution be spread upon the Minutes of the Board of Trustees of the Public Library of Cincinnati and Hamilton County.

Mrs. LaMacchia moved that the Board adopt the resolution as it is written.

Ms. Kohnen seconded.

Voting for the motion: Ms. Allen, Ms. Clemons, Mr. Hendon, Ms. Kohnen, Mrs. LaMacchia, Mr. Moran, and Ms. Redden ... 7 ayes. The motion carried. **(28-2018)**.

RESOLUTION ACCEPTING TAX LEVY AMOUNT AND RATE

Ms. Kohnen presented the following resolution:

Hamilton County Auditor Dusty Rhodes has forwarded to all County Fiscal Officers the following resolution for acceptance of 2019 tax levy rates and amounts. The resolution is to be approved by a roll call vote and returned to the Auditor before October 22.

Resolution Accepting the Amounts and Rates as Determined by the Budget Commission & Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor

Board of Trustees
Rev. Code, Secs. 5705.34

Whereas, This Board of Trustees of the Public Library of Cincinnati and Hamilton County in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1st, 2019; and

Whereas, The Budget Commission of Hamilton 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 limitation;

NOW THEREFORE, BE IT RESOLVED, By the Board of Trustees of the Public Library of Cincinnati and Hamilton County, Hamilton County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, 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 Joint District the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

- Release the Fiscal Officer of personal liability related to the following theft. On September 6, 2018, there was a theft of a laptop from the Main Library, valued at \$709.80. A police report has been filed.

Mr. Hendon seconded.

Voting for the motion: Ms. Allen, Ms. Clemons, Mr. Hendon, Ms. Kohnen, Mrs. LaMacchia, Mr. Moran, and Ms. Redden ... 7 ayes. The motion carried. **(30-2018)**.

Mrs. LaMacchia moved the following:

- Approve the recommendation that the premium cost share remain the same for the medical benefit plan; employee 16% and employer 84%, and the dental plan; employee 35% and employer 65%. In addition, we recommend the Library continue to contribute 25% (pro-rated as necessary) towards the deductible into the employee's Health Savings Account for staff participating in the HSA plan.
- Confirm that there will be no increase in benefit premiums for 2019 for all plans (medical, dental, vision, etc.). The actual contribution rates will be communicated to the staff Monday, October 15. The benefits open enrollment period begins October 29, 2018.

Mr. Hendon seconded.

Voting for the motion: Ms. Allen, Ms. Clemons, Mr. Hendon, Ms. Kohnen, Mrs. LaMacchia, Mr. Moran, and Ms. Redden ... 7 ayes. The motion carried. **(31-2018)**.

INFORMATIONAL ITEMS

EVA JANE ROMAINE COOMBE DIRECTOR'S REPORT

Ms. Brehm-Heeger reported that:

- The Hamilton County Board of Commissioners has appointed retired Hamilton County Common Pleas Court Judge Nadine Allen to the Board of Trustees of the Public Library of Cincinnati and Hamilton County for a full seven-year term until September 30, 2025.
- On September 26, Group 4 led a meeting for Main Library staff, a public open house, and a public forum. At total of five hundred thirty-six community participants (five hundred eighteen at the open house, eighteen at the forum) were engaged at the Main Library event, and there were just over a hundred attendees at the staff meeting. The goal was to obtain early feedback to inform how best we might re-envision space at the Main Library to better serve customers. At the staff meeting, staff members generated ideas for using the atrium space, with the goal of implementing viable concepts over the next few months to determine the best long-term utilization options for the atrium. On September 27, Group 4 led a meeting for Price Hill staff, a public open house, and a public forum at the Cincinnati Recreation Commission Price Hill site to

gather community input about improvements to be made for the Price Hill Branch. There were fifty-one participants (thirty at the open house, twenty-one at the meeting).

- As reported at the August meeting, members of the Hamilton County Delegation of the General Assembly visited library locations in their districts to observe a summer program. The Library extended another invitation for State Legislators to join us for a Storytime program visit this fall. On October 4, Ohio House District 29 Representative Louis Blessing, III visited the Groesbeck Branch to observe the Movers and Shakers Storytime and on October 8, Ohio 7th District Senator Steve Wilson attended a Storytime at Symmes Township. Ohio House District 28 Representative Jonathan Dever is scheduled to attend a Storytime at the Blue Ash Branch on October 12.
- HB 736, which impacts certain political subdivisions with appointed boards and their ability to place tax issues on the ballot, has formally been introduced to the Ohio General Assembly. The Ohio Library Council will continue to monitor this legislation and keep us informed.
- On September 20 – 21, Ms. Brehm-Heeger was one of a select group of Library leaders invited to attend the Urban Library Council's Partners for Middle School STEM initiative funded by the Institute for Museum and Library Services. Discussions explored how libraries and partner audiences approach STEM programs, library roles in providing STEM learning opportunities, strategies for building multi-sector community partnerships led by libraries, and the evaluation of outcomes for youth. Discussion insights will inform the selection of pilot communities for focused library STEM programs and services with the potential for selected libraries to receive IMLS funding.
- As reported to the Board previously, most recently in May, we are increasing several forty-four open hours per week locations to forty-eight open hours per week. Changes to staffing levels at Avondale, Price Hill, and Walnut Hills, which include adding full-time teen librarian positions and a small number of FTEs made possible by shifting resources, will allow these forty-four hour locations to increase to forty-eight hours. This change was implemented at these three locations by October 7.
- Interim Regional Manager and Delhi Branch Manager Kathy Bach has been selected as the Local Arrangements Chair for the 2019 Ohio Library Council Convention and Expo. The Convention and Expo will be held at the Duke Energy Center next fall.
- The Association for Library Service to Children institute was held in Cincinnati this year and our Library hosted a reception for attendees after hours at Main Library on Friday, September 28. More than two hundred fifty people attended. Staff received many positive comments, including praise about our MakerSpace, Goldsmith Collection, Cincinnati Panorama, and Audubon's *Birds of America*.
- A donation has supported the purchase of five sets of thirty-one Sprout Backpacks. These backpacks give parents and caregivers easy-to-follow activities and in-home suggestions to make learning fun and easy. Each clear plastic backpack is themed and includes several picture books, educational games or toys, and an activity guide. They will be available beginning November 5 at Avondale, Forest Park, Groesbeck, Walnut Hills, and at the Main Children's Library. Thank you to Kimber L. Fender for making this resource available to our community.

FACILITIES AND FINANCE AND AUDIT COMMITTEE REPORT

Ms. Kohnen reported that:

- As discussed at the September 11, 2018 Special meeting, the Library will be issuing a Request for Proposal for the completion of a Facility Master Plan. The plan will include:
 - System-wide service model analysis using community engagement tools, library user information, and demographic data
 - Community needs assessment
 - Facility assessment
 - Community, staff, and stakeholder engagement process
 - Recommendations based on outcomes from engagement process, service model, and community needs analysis in collaboration with PLCH and Board of Trustees
 - Develop baseline schedule for implementation planning purposes
 - Facility Master Plan document which compiles the above deliverables into a cohesive and comprehensive plan

Overall, the plan will provide the tool for the Board to establish the order of priority of the facilities needs and improvements over the next several years as discussed at the May 2018 meeting.

- For 2019, the Library will continue working on the projects underway which include the North Building roof, Branch Accessibility for Price Hill, Madisonville, and Walnut Hills, and the Energy Retrofit which includes the boilers, air handlers, and electrical in the South Building.
- The Library has contracted with FTC&H to complete a preliminary design comparing the option to renovate the current Price Hill facility with a 6000 sq. ft. addition and the construction of a new 12,000 square foot building. FTC&H will also determine the maximum square footage along with parking that the lot will accommodate. Library service for the Price Hill community utilizing the temporary location at the Price Hill Recreation Center at 959 Hawthorne Ave. is planned to continue through June 1, 2019 based on a proposed agreement with the Cincinnati Recreation Commission. The agreement is in the review process and provides for a monthly rental fee of \$2,250. The temporary Branch is offering limited Library service including circulation, activities, and computer access. In September, a laptop kiosk dispenser was added to the lobby area of the Center which significantly increased computer accessibility for customers.
- The Walnut Hills Branch was closed temporarily on August 24, 2018 as a result of the discovery of mold in one section of the basement level of the branch. The first floor of the branch, where all but the meeting room and public restrooms are located, tested within the normal range. The remediated work has been completed. The Walnut Hills branch reopened September 24, 2018. We continue to experience water leaking into the basement. We have closed off one of the restrooms where water was leaking and are operating with one restroom. The property is being evaluated by an engineer to determine options for eliminating the water issues outside of the scope of the accessibility project.
- The Main Library South Building experienced some flooding during the storms that passed through the evening of September 5, 2018. The flooding affected the Nolan Room and Rooms 3A & 3B on the third floor, and C-Stack and D-Stack of the South Building. The damaged materials have been dried in Materials Retrieval. The flooring in the Nolan Room and the

Rooms 3A & 3B will need to be replaced. Facilities staff worked with a contractor to install an overflow pipe draining into the Reading Garden to prevent the situation from reoccurring. It is suspected that deteriorating pipes resulted in a clog leading to the water backing up. Facilities staff is continuing to work on the issue.

- The Board approved the public bidding of the Main Library North Building roof project at the August meeting. Subsequent to publishing the advertisement and the initial spec book, the architect discovered that the current building code required a more complex roof than originally thought. The estimate for this roof is substantially more expensive than what was included in the original bid ad. After consulting with the Prosecutor's Office, we cancelled the current request for bids and will postpone the project until early 2019.
- The Library is currently working with Motz Engineering to determine the scope of the Energy Retrofit 3 project. Motz has completed an analysis of the current safety, heating, HVAC, electrical, and plumbing systems in all three buildings at Main. The committee directed staff to move forward with the most urgent work that needs to be done. The current estimate for the base construction and design fees for this work is approximately \$6,043,250. The intent is to bid this work in three bid ads – the electrical work and the boiler and air handling equipment will be separate bids to be presented in December and the installation of the boiler and air handling equipment bid ad will be presented in February.
- The Library has initiated a non-binding letter of intent to purchase property at 2039 Weyer Ave in Norwood. The property is a parking lot adjacent to the Norwood Branch parking lot. The acquisition of this property will facilitate the Library's plan to make the branch fully accessible. Any decision to purchase property will be approved by the Board.
- The Ohio Checkbook is an initiative of the State Treasurer's Office. According to their website, the tool "empowers the taxpayers to follow their money and hold public officials accountable." Currently, there are a few libraries on the website and almost all of them are smaller libraries. There is an investment of staff time to create and maintain the necessary reports to populate the database. The committee has directed staff to continue to review the Ohio Checkbook process as well as viable options for transparency and report back in 2019.

FISCAL OFFICER'S REPORT

Ms. DeFosse reported that:

- In February 2018, we reported the Library had been named as a defendant in a complaint filed by an individual who alleges an injury from the parking gate in the north lot in April 2016. Montgomery, Rennie, and Jonson is representing Great American Insurance Company in this matter. The matter was recently settled and the Library has not acknowledged any responsibility in the incident.
- In August 2018, we reported the Library had been named as a defendant in a complaint filed by an individual who alleges an injury from a slip and fall at the Forest Park Branch, July 2016. Montgomery, Rennie, and Jonson is representing Great American Insurance Company in this matter. The complaint was recently voluntarily dismissed by the plaintiff subsequent to the attorney's filing the motion to dismiss.

HUMAN RESOURCES COMMITTEE REPORT

Mrs. LaMacchia reported that:

- On Sunday, November 4, the Library will host the sixth annual staff and retiree recognition program. We will recognize staff members who have achieved a milestone for years of service and retirees who have dedicated their time and energy to making our library successful. The recipient of the Impact Award and Bunny Dehner Prize and the Rookie of the Year award winner will also be announced. The event will be held in the Atrium from 5:30 p.m. – 7 p.m. The Board, staff, retirees, family, and friends are invited to this event.
- This year, we will also be holding our volunteer appreciation event on Sunday, November 4. This event will take place in the Main Library Tower Room from 2 p.m. – 3:30 p.m. with a brief program commencing at 2:30 p.m. Dessert and beverages will be provided.
- The United in Sharing campaign started on September 24 and ends on October 21, 2018. As part of staff engagement and to launch the United in Sharing campaign, we invited donations of school supplies for school-aged children. We collected over 3,600 items from glue sticks to tissues. Over two hundred twenty bags were stocked with school supply items at the September 20 Managers' Meeting and will be donated to Cincinnati Public Schools (CPS), who will distribute the backpacks to school children who participate in various CPS sports camps held throughout the school year.

LIBRARY EXPERIENCE COMMITTEE REPORT

Ms. Redden introduced Michelle Elliot, Harrison Branch Manager.

- Michelle Elliot shared information about the Memory Café, which started in June at the Harrison Branch, a monthly event that provides a welcoming space for individuals with Alzheimer's or dementia and their care partners to have a shared enjoyable experience. The Cafés are presented in partnership with the Alzheimer's Association. Each month participants enjoy conversation and refreshments before beginning the featured activity or presentation. The Memory Café is being expanded to the Blue Ash and Greenhills branches later this year, and staff will receive dementia inclusive training from the Alzheimer's Association and Episcopal Retirement Services.

Ms. Redden reported that:

- Alia Jones, Madisonville Branch, has been chosen to participate on the Caldecott Award Selection Committee (2020 Award). The Association for Library Service to Children, a division of the American Library Association, gives out the Caldecott Medal annually to the artist of the most distinguished American picture book for children. The Caldecott Selection Committee is a diverse group from around the country chosen due to their deep knowledge and appreciation for children's literature. Being selected to serve on this committee is a very rare and significant opportunity for both Alia and our Library.

- Our Library, which was chosen as one of seventy-five libraries among five hundred thirteen applicants to participate in the NASA@ My Library initiative, signed a grant agreement for Phase II of the nationwide project. We will receive funding, a telescope, and programming materials to support NASA and space themed events at the Library.
- Step Up To Quality (SUTQ), a five-star quality rating system administered by the Ohio Department of Education and the Ohio Department of Job and Family Services, recognizes and promotes learning and development programs that meet quality standards and licensing health and safety regulations for daycares. Daycares not meeting requirements are not eligible to receive voucher money from the State, which could lead to closures or facilities no longer permitted to accept vouchers. As a result, a number of children throughout Southwest Ohio would not have access to voucher-assisted daycare. 4C for Children and the Library have partnered to provide a series of daycare enrollment assistance sessions at the Groesbeck Branch Library to support daycare providers in their efforts to meet SUTQ's requirements by the 2019 deadline.
- The Library will launch a pilot home delivery service allowing Hamilton County residents to have materials checked out to their library account and mailed to their home. Most circulating items in the Library's collection will be eligible and there will be a cost passed onto the customer to cover postage. The pilot will run from November 2018 through January 2019. Following this pilot, the service will be evaluated for viability.
- We are moving forward with an outdoor seating area at the Clifton Branch, made possible by a donation. The Clifton Town Meeting and Clifton Community Fund proposed adding concrete benches (similar to the previous bench that has been gifted) and a table which includes a map of Clifton. Library staff is working with the two partner organizations to finalize details.
- The University of Cincinnati's Health Sciences Library (UCHSL) received an outreach award from the National Network of Libraries of Medicine (NNLM) for their project to narrow the health gap in Cincinnati. The Library will partner with these organizations on the project, which includes the installation of an informational kiosk allowing customers to connect to multiple consumer health databases, as well as an automated blood pressure/heart rate monitoring kiosk, both in the Information and Reference Department. The kiosks will be installed for six months, with the possibility of extending that timeframe. The project includes the potential for health-related programming at the Library courtesy of the partner organizations.
- A group of twelve staff members participated in the Ohio Library Council (OLC) Annual Convention & Expo held October 3 – 5 in Sandusky including Carl Allison, Jr. and Kyla Hardin, Human Resources, and Kaya Burgin, Avondale Branch.
- In response to the September 6 tragedy in downtown Cincinnati, a task force of staff members will be reviewing the Library's internal emergency resources to ensure they are current and comprehensive. The team will review the internal emergency notification system and building evacuation procedures, along with potential ALICE training tactics. On October 3, a group of staff members attended the Active Shooter and Safety Presentation hosted by the Cincinnati Police Department's Central Business Section, in cooperation with Downtown Cincinnati Inc.

- Upcoming events and exhibits:
 - *An Evening with Ron Chernow*
 - As reported to the Board in May, Pulitzer Prize and National Book Award winning historian Ron Chernow will visit the Aronoff Center for the Arts on Monday, October 15 at 7 p.m. to discuss his newest book, *Grant*.
 - *NASA @ My Library: Space Day*
 - Customers of all ages were invited to tour the universe through virtual reality, view the sun through a telescope, and enjoy hands-on crafts and activities at the Main Library on August 25. The Library partnered with the Cincinnati Observatory on this event, which is part of the NASA @ My Library grant initiative.
 - *64th Annual Veterans Day Commemoration*
 - The 64th Annual Veterans Day Commemoration will take place at the Main Library on Monday, November 12 at 10:45 a.m. This year will feature keynote remarks from WDBZ 1230 *Lincoln Ware Show* radio host Lincoln Ware.

STRATEGY AND TECHNOLOGY COMMITTEE REPORT

Ms. Clemons reported that:

- A key area of focus under the Services section of the Library's strategic plan is workforce development. The Marketing Department is creating a logo so the Library can feature all its workforce development services and resources via an easily identifiable brand, with the goal of increasing awareness of what's available to job seekers, underemployed individuals and those looking to advance their career. In addition, through a partnership with Ohio Means Jobs, the Library is once again offering a series of resume writing workshops as well as one-on-one support for job seekers. Early this winter, the Library will implement a second round of workshops in partnership with Cincinnati Works aimed at helping underemployed mothers level up their job skills.
- In partnership with the YMCA of Greater Cincinnati, the Library is again offering Pop-Up Preschool at the Deer Park Branch and has now expanded to include the St. Bernard Branch. Enrollment was very successful and the twenty-two students enrolled are consistently attending each session. The last thirty minutes of each class involves parents and students engaged in learning together from YMCA early childhood educators so that the education can continue at home.
- On November 16, Bill Lane and Kim McClanahan from our Information Technology Department will present "Increasing Positive Staff Perception through IT Performance and Customer Service Improvements" at the Ohio Library Council's RightClick2018 Library IT Exchange Conference in Columbus, Ohio. They will review the changes made leading up to our initial 2017 staff IT perceptions survey, internal customer service improvements as a result of the survey, and the positive results.
- Migrating all staff to Office 365 ensures we stay up to date and have continued support from Microsoft. Office 365 offers advanced tools for unified and standardized communication and collaboration. These tools can be used across many different devices such as PCs, laptops,

tablets, and cell phones. This initial migration of accounts is expected to be completed by the end of the year.

CONSENT AGENDA ITEMS

Mrs. LaMacchia moved the Board approve the consent agenda as follows:

- Minutes of the Special Meeting held August 6, 2018, the Regular Meeting held August 14, 2018, and the Special Meeting held September 11, 2018.
- Investment Report (summary of invested balances) as of August 31, 2018 and September 30, 2018.

EXHIBIT III

Investment Report

	Amount 8/31/2018	Amount 9/30/2018
<u>Fifth Third Investment</u>		
General Fund	\$1,000,000.00	\$2,000,000.00
Building and Repair	250,000.00	250,000.00
	<u>\$1,250,000.00</u>	<u>\$2,250,000.00</u>
<u>Operating Account</u>		
General Fund	\$21,868,473.41	\$20,429,998.81
LSTA Grant	\$0.00	\$0.00
Insurance/Indemnification	230,000.00	230,000.00
Special Revenue Funds	489,377.24	476,148.75
Building and Repair	2,759,037.34	4,257,130.06
Permanent Trust Funds	1,281,167.22	1,273,643.01
	<u>\$26,628,055.21</u>	<u>\$26,666,920.63</u>
STAR Ohio		
Building and Repair	1,075,929.44	1,077,836.72
Managed Investments (Trust Funds):		
Permanent Trust Funds	<u>\$6,749,211.00</u>	<u>\$6,749,211.00</u>
GRAND TOTAL	<u><u>\$35,703,195.65</u></u>	<u><u>\$36,743,968.35</u></u>

- Monthly Financial Reports – for the periods ending August 31, 2018 and September 30, 2018.

- Marketing Board Report – June 2018 and July 2018.
- Contributions, Gifts, and Donations – August 2018 and September 2018.

CONTRIBUTIONS, GIFTS, AND DONATIONS RECEIVED GREATER THAN \$1000

August 1, 2018 - September 30, 2018

8/2/2018	Friends of the Public Library	Support for Programs	4,703.91
9/28/2018	Library Foundation	LaMacchia Family Foundation - Krayon Kiosk	10,000.00

- Personnel Change Report reflects changes through September 9, 2018.

Personnel Change Report

Action	Agency	Job Title	FTE	Full Name	Grade	Eff. Date
Appointment	Mt. Washington Branch	Shelver	0.30	Davis, Kristin K.	1	07/29/2018
Appointment	Madeira Branch	Shelver	0.30	Rayburn, Anna E.	1	07/29/2018
Appointment	Blue Ash Branch	Shelver	0.30	Schott, Lilly W.	1	07/29/2018
Appointment	Information & Reference Dept	Senior Library Services Assistant	0.50	Stutson, Kamille J.	4	07/29/2018
Appointment	Oakley Branch	Shelver	0.30	Adams, Mary J.	1	08/12/2018
Appointment	Norwood Branch	Shelver	0.30	Edwards, Chelsey E.	1	08/12/2018
Appointment	Sorting & Materials Retrieval	Sorter	0.50	Gray, Emmanuel-Sathyta	1	08/12/2018
Appointment	Walnut Hills Branch	Branch Manager	1.00	Kidder-Goshorn, Kendall P.	7	08/12/2018
Appointment	Information & Reference Dept	Senior Library Services Assistant	0.50	Olinger, Chris A.	4	08/12/2018
Appointment	Wyoming Branch	Library Services Assistant	0.50	Rountree, Vincia S.	3	08/12/2018
Appointment	Anderson Branch	Shelver	0.30	Simpson, Saulomon M.	1	08/12/2018
Appointment	Marketing	Chief Strategy Officer	1.00	Yoke, Beth A.	14	08/12/2018
Appointment	Hyde Park Branch	Shelver	0.30	Perry, Thomas J.	1	08/26/2018
Appointment	Popular Library	Library Services Assistant	0.50	Scott, Maliek J.	3	08/26/2018
Appointment	Techcenter / Makerspace	Senior Library Services Assistant	0.50	Bell, Chloe A.	4	09/09/2018
Appointment	Avondale Branch	Branch Manager	1.00	Burgin, Kaya N.	8	09/09/2018
Appointment	Corryville Branch	Homework Help Aide	0.30	Decker, Jocelyn K.	1	09/09/2018
Appointment	Harrison Branch	Shelver	0.30	Dubarry, Isabel G.	1	09/09/2018
Appointment	Reading Branch	Shelver	0.30	Eallonardo, Magdalene A.	1	09/09/2018
Appointment	Oakley Branch	Homework Help Aide	0.30	Gaffney, Kelly L.	1	09/09/2018
Appointment	Deer Park Branch	Shelver	0.30	Luti, Emily A.	1	09/09/2018
Appointment	Mt. Healthy Branch	Library Services Assistant	0.50	Modarressi, Alicia J.	3	09/09/2018

Appointment	Symmes Township Branch	Shelver	0.30	Odaka, Leo C.	1	09/09/2018
Appointment	Blue Ash Branch	Shelver	0.30	Oliver, Payton A.	1	09/09/2018
Appointment	Groesbeck Branch	Homework Help Aide	0.30	Pace, Destini A.	1	09/09/2018
Appointment	Symmes Township Branch	Shelver	0.30	Stilwell, Vada S.	1	09/09/2018
Appointment	TechCenter/Makerspace	Senior Library Services Assistant	0.60	Tyree, Brian C.	4	09/09/2018
Appointment	Symmes Township Branch	Shelver	0.30	Zhong, Katherine J.	1	09/09/2018
Appointment	Cheviot Branch	Library Services Assistant	0.50	Zigelmier, Kourtney K.	3	09/09/2018
Change	Sharonville Branch	Library Services Assistant	0.60	Brinker, Krista M.	3	08/12/2018
Change	Sharonville Branch	Library Services Assistant	0.50	Hojem, Benjamin C,	3	08/12/2018
Change	Popular Library	Library Services Assistant	0.60	Kroener, Kelly L.	3	08/12/2018
Change	West End Branch	Library Services Assistant	1.00	Maghathe, Noel B.	3	08/12/2018
Change	Anderson Branch	Library Services Assistant	1.00	McDowell, Jamilah I.	3	08/12/2018
Change	Price Hill Branch	Senior Library Services Assistant	1.00	Richards, Taylor M.	4	08/12/2018
Change	Green Township Branch	Children's Librarian	1.00	Bowman, Jessica L.	7	08/26/2018
Change	Popular Library	Senior Library Services Assistant	1.00	Kennedy, Caleb M.	4	09/09/2018
Change	Youth Services	Senior Library Services Assistant	1.00	Kennedy-English, Mariah M.	4	09/09/2018
Change	TechCenter/Makerspace	Senior Library Services Assistant	1.00	Schwendenmann, Katelyn A.	4	09/09/2018
Demotion	Youth Services	Tween Librarian	1.00	Bloom, Samuel I.	7	09/09/2018
Departure	Custodial Services	Custodial Services Team Leader	1.00	Ellington, Theodore F.	7	07/31/2018
Departure	Sharonville Branch	Library Services Assistant	0.60	McFadden, Joseph M.	3	07/31/2018
Departure	West End Branch	Library Services Assistant	1.00	Stiemetz, Gary	3	07/31/2018
Departure	Symmes Township Branch	Student Shelver	0.30	Hodge, Maerin A.	1	08/01/2018
Departure	Reading Branch	Library Services Assistant	0.50	Davis, Leanne M.	3	08/02/2018
Departure	Education & Homework Support	Summer Brain Camp Aide	0.50	DeVol, Lainey M.	1	08/02/2018
Departure	Education & Homework Support	Summer Brain Camp Aide	0.50	Berns, Molly B.	1	08/03/2018
Departure	Education & Homework Support	Summer Brain Camp Aide	0.50	Lindle, Meredith C.	1	08/03/2018
Departure	Education & Homework Support	Summer Brain Camp Aide	0.50	Lowe, Uneek V.	1	08/03/2018
Departure	Education & Homework Support	Summer Brain Camp Aide	0.50	Nienaber, Zachary R.	1	08/03/2018
Departure	Price Hill Branch	Senior Library Services Assistant	1.00	Price, Heather N.	4	08/03/2018

Departure	Education & Homework Support	Summer Brain Camp Aide	0.50	Schaich, Robert C.	1	08/03/2018
Departure	Symmes Township Branch	Shelver	0.30	Simmons, Rachele P.	1	08/03/2018
Departure	Education & Homework Support	Summer Brain Camp Aide	0.50	Williams, Camille A.	1	08/03/2018
Departure	Mt. Healthy Branch	Library Services Assistant	0.50	Pigg, Rachel L.	3	08/04/2018
Departure	Anderson Branch	Student Shelver	0.30	Sarkar, Neil	1	08/04/2018
Departure	Virtual Information Center	Library Services Assistant	0.50	Kay, Abby C.	3	08/07/2018
Departure	Bond Hill Branch	Student Shelver	0.30	Martini, Nichole M.	1	08/07/2018
Departure	Loveland Branch	Student Shelver	0.30	McConaghy, Reagan L.	1	08/07/2018
Departure	Sharonville Branch	Student Shelver	0.30	Rohlf, Margaret M.	1	08/08/2018
Departure	Harrison Branch	Student Shelver	0.30	Bender, Heather M.	1	08/09/2018
Departure	Information & Reference Dept	Senior Library Services Assistant	0.50	Bruce, Kenneth W.	4	08/09/2018
Departure	Reading Branch	Student Shelver	0.30	Wakeman, Morgan R.	1	08/10/2018
Departure	Harrison Branch	Shelver	0.30	Galindo, Mackenzie I.	1	08/11/2018
Departure	Blue Ash Branch	Student Shelver	0.30	Henn, Hunter C.	1	08/11/2018
Departure	Clifton Branch	Library Services Assistant	0.50	Kallinicou, Nicolas L.	3	08/11/2018
Departure	Westwood Branch	Student Shelver	0.30	Plagge, Owen C.	1	08/11/2018
Departure	Techcenter / Makerspace	Senior Library Services Assistant	0.60	Skaggs, Iain R.	4	08/11/2018
Departure	Groesbeck Branch	Shelver	0.30	Blake, Austin G.	1	08/13/2018
Departure	Genealogy & Local History	Shelver	0.30	Yahsra'al, Eleasah M.	1	08/13/2018
Departure	Information & Reference Dept	Senior Library Services Assistant	0.50	Batchelder, Daniel L.	4	08/14/2018
Departure	Symmes Township Branch	Student Shelver	0.30	Bush, Kaylin J.	1	08/14/2018
Departure	Monfort Heights Branch	Shelver	0.30	Schreyer, Katharine L.	1	08/14/2018
Departure	Groesbeck Branch	Shelver	0.30	Kongos, Virginia R.	1	08/15/2018
Departure	Deer Park Branch	Student Shelver	0.30	Green, Samuel M.	1	08/18/2018
Departure	St Bernard Branch	Shelver	0.30	McKenney, Kaia B.	1	08/18/2018
Departure	Blue Ash Branch	Student Shelver	0.30	Riddell, Peyton C.	1	08/18/2018
Departure	Symmes Township Branch	Library Services Assistant	0.50	Grapes, Christine M.	3	08/23/2018
Departure	Youth Services	Shelver	0.50	Betts, Christian A.	1	08/24/2018
Departure	Norwood Branch	Children's Librarian	1.00	Bond, Deborah A.	7	08/25/2018
Departure	Techcenter / Makerspace	Senior Library Services Assistant	0.50	Dias, Amanda B.	4	08/25/2018
Departure	Mariemont Branch	Children's Librarian	1.00	Jobson, Heather V.	7	08/25/2018
Departure	Popular Library	Shelver	0.50	Rao, Bryce S.	1	08/25/2018
Departure	Youth Services	Senior Library Services Assistant	0.50	Thompson, Joshua J.	4	08/26/2018
Departure	Walnut Hills Branch	Library Services Assistant	0.60	Williams, Joey K.	3	08/27/2018

Departure	Popular Library	Senior Library Services Assistant	1.00	Gabel, Charles	4	08/28/2018
Departure	Cheviot Branch	Library Services Assistant	0.50	Rodriguez, Sarah E.	3	08/30/2018
Departure	Maintenance Services	Maintenance Mechanic Entry Level	1.00	Cain, Kevin W.	3	08/31/2018
Departure	Pleasant Ridge Branch	Reference Librarian	0.50	Goose, Lynn A.	7	08/31/2018
Departure	Sorting & Materials Retrieval	Page	0.50	Riley, Dulcinea	1	08/31/2018
Departure	Techcenter / Makerspace	Senior Library Services Assistant	1.00	Thomas, Bethany A.	4	08/31/2018
Departure	Conservation Services	Senior Conservation Assistant	1.00	Sorcher, Veronica A.	3	09/07/2018
Departure	Madeira Branch	Shelver	0.30	Murphy, Emma K.	1	09/08/2018
Departure	Information & Reference Dept	Senior Library Services Assistant	0.50	Holt, Chaille B.	4	09/11/2018
Departure	Mt. Healthy Branch	Library Services Assistant	0.50	Woodson, Kathy C.	3	09/15/2018
Departure	Cheviot Branch	Library Services Assistant	0.50	Wimsatt, Zeb M.	3	09/17/2018
Departure	Covedale Branch	Shelver	0.30	Belletti, Madison C.	1	09/20/2018
Departure	Clifton Branch	Senior Library Services Assistant	1.00	Miller, Emily C.	4	09/22/2018
Promotion	Norwood Branch	Teen Librarian	0.50	Newmark-Weishan, Catherine R.	7	07/29/2018
Promotion	Human Resources	Human Resources Manager	1.00	Hardin, Kyla D.	11	08/12/2018
Promotion	Hyde Park Branch	Library Services Assistant	0.50	Hornsey, Elizabeth M.	3	08/12/2018
Promotion	Corryville Branch	Mid-Size Branch Manager	1.00	Randolph, Mari C.	9	08/26/2018
Promotion	Popular Library	Senior Library Services Assistant	0.50	Joyner, Erin M.	4	09/09/2018
Promotion	Price Hill Branch	Tween Librarian	1.00	Ritchie, Victoria L.	7	09/09/2018
Promotion	Popular Library	Library Services Assistant	0.60	Sandmann, Lisa I.	3	09/09/2018

7/29/18 - 9/9/18

- Statistical Report for September 2018.
- Top Ten Circulating Titles for September 2018.

Ms. Redden seconded.

Voting for the motion: Ms. Allen, Ms. Clemons, Mr. Hendon, Ms. Kohnen, Mrs. LaMacchia, Mr. Moran, and Ms. Redden ... 7 ayes. The motion carried. **(32-2018)**.

The Regular Meeting was then adjourned.

President

Attest: Secretary