

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

Date: June 10, 2025

Meeting: Regular

Place: Cheviot Branch Library

REGULAR MEETING

CALL TO ORDER

ROLL CALL

Trustees Present: Ms. Allen, Mr. Harding, Ms. Louis, Ms. Redden,
and Ms. Reynolds.

Trustees Absent: Mr. Olson.

Present: Paula Brehm-Heeger, Kathy Bach, Molly
DeFosse, Staci Dennison, Kyla Hardin,
Michelle Matthews, and Holbrook Sample

PUBLIC COMMENTS

NONE

ACTION ITEMS

Ms. Allen recommended the following:

- **Approve an easement allowing Duke Energy access and rights related to the location of the equipment on the property at the Symmes Township Branch Library and authorize for the Eva Jane Romaine Coombe Director to execute all documents associated with the easement after successful legal review.**

SYMMES TOWNSHIP BRANCH RENOVATION AND ADDITION

The site preparation work is ongoing. The perimeter CMU block wall installation is underway with most

of the north wall complete. The electrical and plumbing work is on schedule. The steel contractors are mobilized and ready to receive deliveries. The expansive slab pour was poured in late May.

Turner continues to work to stay on schedule. The wet and cold winter and spring have posed some challenges for an already aggressive timeline.

The planning for the children's play element is complete, and Kramer Design is working on the technical elements. The feature will include a children's climber resembling an airplane and will include several world travel components to represent the diverse community.

- **Confirm the following change order that modifies the Symmes Branch GMP for Turner Construction:**

Turner Construction	GMP	#1	Soil stabilization, required meter pit modifications, design changes	\$	73,110.00
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AVONDALE BRANCH MAINTENANCE AND RENOVATION

- **Authorize the Eva Jane Romaine Coombe Director to execute any necessary documents related to the lease of the temporary space for the Avondale Branch Library at 434 Forest Ave.**

After a thorough search, we have identified Living God Church at 434 Forest Avenue (8/10ths of mile from the branch) as a temporary space. We are working through the details and hope to move in later this summer.

The construction documents will be finalized soon and at that point Turner will bid out the project. We intend to have the GMP for approval at the August 2025 Board meeting, and work will begin shortly thereafter.

2025 BRANCH MAINTENANCE – MT. WASHINGTON BRANCH, MARIEMONT BRANCH AND OAKLEY BRANCH AND REPLACEMENT OF SHARONVILLE CHILLER

The guaranteed maximum price for Mt. Washington came in slightly under the estimate of \$2,000,000, and we are working to execute the agreement. The current branch will close on June 6, 2025, and the temporary location will open on June 11, 2025. The work on the existing building will be underway by the end of June.

The temporary location for Mt. Washington was noted in the April meeting. We are planning to open the temporary location June 9.

- **Confirm the authorization for the Eva Jane Romaine Coombe Director to execute any necessary documents related to the lease of the temporary space for the Mt. Washington Branch Library.**

The bidding for the work at Mariemont and Oakley is expected to be completed at the end of June with an updated GMP to follow.

The Library goes to great lengths to minimize service disruption during the maintenance and renovation of buildings. We evaluate several factors when making a decision on temporary spaces:

- The project duration exceeds six months
- The building needs to be completely emptied based on the nature of the work
- Proximity to nearby Library services
- Availability of nearby rental opportunities at an affordable rate
- Cost of space compared to transaction cost of moving

PROPERTY RECORDS

The majority of the Library locations are deeded in several different names inconsistent with our current name and listed in Hamilton County Auditor property records in that manner. The properties also have inconsistent owners listed – they should be listed as Board of Trustees Cincinnati and Hamilton County Public Library. In some cases, there are multiple parcels for one location which creates issues when permitting improvements. At the advice of the prosecutor's office, we plan to prepare quit claim deeds transferring the property into the new name and/or consolidate parcels as we are able once we receive confirmation that this will not impact our tax exemption status on the properties.

- **Authorize the Eva Jane Romaine Coombe Director and/or the Fiscal Officer to execute all documentation related to aligning all Library property deeds to the current Library name and consolidate parcels as able. All details will be reported to the Board.**

DEPOSITORY AGREEMENTS

The current depository agreements with Fifth Third Bank, U.S. Bank, PNC Bank, Huntington Bank and First Financial Bank expire on July 31, 2025.

The Library is satisfied with the commercial banking provided by Fifth Third Bank and the investment management services provided by US Bank. We will consider evaluating these services and potential changes in 2026 or 2027.

- **Authorize the Fiscal Officer to seek and execute Depository Agreements for the period August 1, 2025 – July 31, 2030, with Fifth Third Bank, U.S. Bank, PNC Bank, Huntington Bank and First Financial Bank. (Some banks may decline as a result of collateral requirements).**

PROPERTY ACQUISITION – 1609 W NORTH BEND ROAD

- **Authorize the Eva Jane Romaine Coombe Director to execute the necessary documents related to the purchase of property located at 1609 W. North Bend Road for \$2,100,0000 contingent upon the seller agreeing to LOI submitted on 2/20/2025 and**

subsequent to State funding maintained at levels estimated on 6/4/2025 (final state budget expected by June 30), satisfactory due diligence and contract approval by the Hamilton County Prosecutor's Office.

Ms. Louis seconded.

Voting for the motion: Ms. Allen, Mr. Harding, Mr. Hendon, Ms. Louis, Ms. Redden, Ms. Reynolds...6 ayes. The motion carried. **(07-2025)**. Mr. Harding abstained from the vote regarding Duke Energy.

INFORMATIONAL ITEMS

EVA JANE ROMAINE COOMBE DIRECTOR'S REPORT

Ms. Brehm-Heeger reported that:

OHIOANS APPROVE 100 % OF PUBLIC LIBRARY LEVIES THIS SPRING

On May 6, Ohio voters approved every public library levy on local ballots. The successful library ballot issues included eight renewals, two replacement levies, two additional/new, and one bond. The 13 levies passed with an average voter approval rate of 69%.

LEGISLATIVE UPDATE

State Budget

Several Public Library Directors, including me, along with staff from the Ohio Library Council, testified in May before Senate committees to advocate for the Public Library Fund (PLF) as part of the state budget process. I had the opportunity to testify before the Senate Education Committee, along with four other Ohio Public Library Directors, and was one of two Public Library Directors to testify before the Senate Health Committee.

On Tuesday, June 3, the Ohio Senate introduced its version of the state budget bill. This Senate substitute bill continues to place library funding into a budget line-item rather than as a percentage of state general revenue fund (GRF). Additionally, there were no changes to the distribution of library funds to counties included in the substitute bill. Specific overall PLF amounts below:

Line items proposed in Sub. HB 96 (Senate Version)

FY 2026 – \$490 million

FY 2027 – \$500 million

Line items proposed in Sub. HB 96 (House Version)

FY 2026 – \$490 million

FY 2027 – \$500 million

For context, below is the PLF Estimates in HB 96 (Governor's Version)

FY 2026 – \$531.7 million

FY 2027 – \$549.1 million

New in the Senate version is the proposal to allocate funding for several entities from the Public Library Fund, further reducing the actual dollar amounts by more than \$10 million annually, which would be deducted from the PLF before distribution to counties. These entities include:

- State Library of Ohio
- Ohioana Library Association
- Regional Library Systems
- Ohio Public Library Information Network
- Library for the Blind

Additionally, the Senate also included new language to allow county budget commissions to reduce tax collections. In addition, the proposal eliminates the option for a replacement levy.

The Senate proposal keeps language proposed in the House related to the placement of materials related to sexual orientation or gender identity in a portion of the library not primarily open to the view of minors. I have provided both in-person and written testimony to multiple Senate Committees in opposition to this provision, noting that parents and guardians are in the best position to determine what is a good fit for their families and kids, that we provide tools to assist them in this area, and that implementing the provision as it is written could be costly and difficult to manage. The proposal to change the term of Trustees from seven to four years also remains in the proposed Senate Bill.

We are continuing to evaluate the bill language and its potential impact on libraries as it advances through the process. The final state biannual budget is scheduled to be approved by the end of June.

Constitutional Amendment to Eliminate Property Taxes

Recently, the Ohio Ballot Board approved language that is being proposed to abolish taxes on real property and prohibit any future taxes on real property. Following approval by the Ballot Board as a single constitutional amendment, supporters can now begin collecting signatures.

The proposal is supported by a grassroots group from Northeast Ohio called Citizens for Property Tax Reform. If the group doesn't obtain the required signatures needed by July 2, they plan to collect signatures in order to get the issue placed on the ballot next year. The Department of Taxation estimates that property taxes currently generate more than \$18 billion annually, funding not only libraries but also schools, local governments, police and fire departments, public parks, developmental disabilities and health boards, and services for veterans and seniors.

MAIN LIBRARY REOPENING ONE-YEAR ANNIVERSARY CELEBRATION

It has been one year since we reopened our renovated Downtown - Main Library, South Building! The Operations Report will provide details about the past year at Main, along with information about our planned anniversary celebration.

MEETING WITH E-MATERIALS VENDORS AT ALA CONFERENCE

While I had not planned to attend this year's American Library Association Conference in Philadelphia, I was contacted by vendors interested in discussing the E-materials market for public libraries and options related to E-book and E-Audiobook purchasing. I will briefly attend meetings on Saturday, June 28. The focus is on discussing potential options or partnerships that might result in relief from onerous pricing imposed on Library's when purchasing the wildly popular and important E-Material formats.

FACILITIES AND FINANCE AND AUDIT COMMITTEE REPORT

Ms. Redden reported that:

MAIN LIBRARY PROJECT UPDATE

We continue our work with Champlin Architecture and Turner on façade concepts to refresh the 9th Street exterior and provide a clear design connection between the two buildings.

The final bids along with installation plans for the equipment for the chiller and cooling tower replacement project are being reviewed by Turner Construction. The high level GMP was approved late last year in order to get the long lead time items on order, but a key component of this project is how to get the equipment installed. We intend to have the final plans and GMP executed over the next few months. This work will impact parking lot access to our North parking lot.

FORMER MADISONVILLE BRANCH 4830 WHETSEL AVE

Since the opening of the new Madisonville Branch in March of 2023, the Library has utilized the former Madisonville Branch for staff workspace and storage of items while the Main Library was completed and during multiple branch renovations. There is no longer such a need to maintain that former branch facility and, in the spirit of good stewardship, we have started to evaluate future options for the building. We recently had a market analysis completed, and the estimated value is \$687,750 - \$779,450.

During the planning for the new branch, the leaders of Madisonville shared an interest in the building and requested that the Library work to preserve the original building as well as consider selling the building to the community in some fashion.

We intend to investigate potential options over the next few months, and we continue to monitor the City's plans for the neighboring fire station.

CHEVIOT BRANCH ACCESSIBILITY, MAINTENANCE AND RENOVATION

The branch was completed on schedule and reopened on May 10, 2025.

We are working through some punch list items and project close out documentation.

MIAMI TOWNSHIP BRANCH REPLACEMENT

The Library is working with the architect, SHP, on the design schedule with plans to complete the design by early 2026 with the GMP bidding and execution immediately after.

DELHI BRANCH REPLACEMENT PLANNING

The design process will begin in the second half of 2025 with hopes of construction beginning in late 2026. The current project budget is \$18,000,000. We will be working with J.S. Held, SHP, and Turner on this project.

FOREST PARK BRANCH

We are working on obtaining the project close out documentation.

MT. HEALTHY BRANCH REPLACEMENT

We are working on obtaining the project close out documentation.

MAINTENANCE PROJECT PLANNING

As the design and planning concludes for these projects, which are getting ready to commence, the Facilities Team is reviewing the current list of needs to determine the priorities. These critical items include:

Green Township HVAC full replacement – estimate of \$1M

Green Township roof repair/replacement – estimate \$750K

Madeira HVAC full replacement – estimate of \$1M

Covedale roof replacement - \$400K

In addition, there is HVAC and electrical work needed at the current College Hill location estimated to be \$750K that will need to be considered if we stay in the existing location.

2023 CERTIFICATE OF ACHIEVEMENT FOR EXCELLENCE IN FINANCIAL REPORTING AWARD

We were recently notified that the Government Finance Officers Association of the United States and Canada (GFOA) has awarded the Certificate of Achievement for Excellence in Financial Reporting to the Library for our annual comprehensive financial report for the fiscal year ended December 31, 2023.

The report has been judged by an impartial panel to meet the high standards of the program, which includes demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the report.

The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management. The Library has received this report every year since the first year it was completed in the mid-1990s.

2024 AUDIT

The Library submitted the basic financial statements (the Hinkle report) to the Auditor of State at the end of May to meet the 5/31/2025 deadline. Working with the Local Government Services (LGS) unit of the Auditor of State's Office, we have completed the Annual Comprehensive Financial Report. The audit team from Julian and Grube will be on site the second week of June to complete the audit of the document before it is filed by the end of June.

FISCAL DEPARTMENT OPERATIONS

With an aggressive implementation plan for the new accounting ERP system in 2023 and several unforeseen key staffing changes, we have not completed the implementation of several components of the new system. In addition, we have not been able to update our workflow to maximize the tools available.

With the conclusion of the 2024 audit, we intend to dedicate staff resources to complete:

- Fixed Assets (includes over 10,000 items maintained for reporting and insurance)
- Executive Insights
- ACH vendor payments
- Improved departmental reporting
- Streamlined monthly financial reporting

OPERATIONS COMMITTEE REPORT

Ms. Allen reported that:

TAYLOR SOUDERS, BRANCH MANAGER, CHEVIOT BRANCH

Taylor Souders is the Branch Manager at the Cheviot Branch Library, bringing over 12 years of dedicated service to CHPL. She began her career as a part-time Page in the Sorting & Materials Retrieval department while pursuing her undergraduate degree in Business Administration at the University of Cincinnati. In 2021, Taylor earned her Master of Library and Information Science from Kent State University, which propelled her into leadership roles within CHPL. Since then, she has served as Grants Librarian, then Outreach Services Supervisor, and was promoted to her current role in 2023. Taylor has made significant contributions to systemwide initiatives including the One Stop Reentry program, the Staff Recognition Team, and the New Leader Orientation Team, where she supports new leaders across the organization.

FREE TAX PREPARATION

For the fifth consecutive year, we partnered with the United Way of Greater Cincinnati to provide free tax preparation services to individuals and families in need. The program was successfully implemented at seven locations: Main Library, Groesbeck, Harrison, Madisonville, North Central, Price Hill, and Reading. United Way staffed five sites directly, while AARP provided services at two additional locations. United Way also coordinated appointment scheduling and data services across all seven sites. Over 400 volunteers worked to provide this service, and our staff provided support by greeting and performing intake services to allow preparers to have more time to focus on returns. This collaborative tax preparation served 1,259 individuals and families, saving them \$346,225 in filing fees, and helping to claim more than \$1,147,783 in refunds, representing a 7% increase in the number of taxpayers served compared to the previous season. This outcome would not have been possible without the unwavering support and dedication of our partner, the United Way, and their collaboration in staffing all locations with volunteers from AARP, AmeriCorps NCC, Ernst and Young, GE Aviation and Kroger.

HOSPITALITY: CUSTODIAL SERVICES TRANSITION

As part of our Strategic Priority of Welcoming Spaces, CHPL transitioned custodial services to Harvard Maintenance on May 16, 2025. Now operating under our Hospitality model, the shift emphasizes responsiveness, professionalism, and a cleaner, more welcoming environment.

The 30-day onboarding plan introduced daily route cards, a work order system, and clear communication protocols. Existing staff were offered roles with Harvard to ensure continuity. Early feedback has been positive, with staff noting improved cleanliness and service.

SUMMER READING 2025: READING ON THE RIVER

Summer Reading is live, running May 31–July 31. As our largest program of the year, Summer Reading continues to be a cornerstone of our youth engagement efforts and a powerful platform for encouraging literacy growth throughout the summer months. This year's theme, Reading on the River, invites participants to embark on literary journeys inspired by the rivers that connect us—celebrating the flow of imagination, knowledge, and discovery that books provide. In alignment with the state's continued focus on the Science of Reading, we are again emphasizing reading and skill-building activities designed to help young people strengthen their literacy.

All youth who visit any CHPL location this summer will receive a free book to keep and a Summer Reading Challenge sheet. These challenges, customized for kids and teens, are designed to encourage regular reading habits and personal exploration through books and activities.

Special thanks go to the Library Foundation and the Friends of the Public Library for their continued generous support, helping to make Summer Reading a meaningful and memorable experience for thousands of young readers across Hamilton County.

LAST MILE FOOD RESCUE

In May 2025, the Price Hill Branch began a new partnership with Last Mile Food Rescue to help combat food insecurity in the local community. Together, they launched a free, mobile food market at the branch, offering residents access to fresh produce and pantry staples that would otherwise go to waste. The market takes place every Monday from 1:00 - 3:00 p.m., featuring fresh fruits, vegetables, and shelf-stable items—

all rescued from local food donors to reduce waste and nourish the community. This effort supports Last Mile Food Rescue's larger mission to keep surplus food out of landfills and deliver it to neighborhoods in need.

WEST END BRANCH RECEIVES GRANT

As noted in the Development report, the Library has received a gift from the Duke Energy Foundation. This grant will fund an Animal Adventures program series at the West End branch. With \$2,500 in grant funding, the library will host two major interactive events: Newport Aquarium Outreach Program, featuring live aquatic or exotic animals (like a penguin or lizard) and a Mobile Petting Zoo Experience with gentle animals such as goats, bunnies, and chickens, giving kids the chance to safely interact with and learn about animals up close. The grant also provides an animal themed book for each child to take home.

MEET ME AT MAIN 1-YEAR ANNIVERSARY CELEBRATION & REVIEW

In celebration of the one-year anniversary of the reopening of the Main Library last year, we will host a weekend-long anniversary event on July 12-13 this year featuring a dynamic schedule of arts performances, maker activities, music, and community engagement, along with food trucks and giveaways.

Highlights include performances by P. Ann Everson-Price and her All-Star Band, MadCap Puppets, DJ Monet, Elementz, Cincinnati Shakespeare in the Park, and piano guest artist Ricky Nye. MakerSpace demonstrations, sidewalk chalk art, food trucks, and face painting will add to the festive atmosphere, with support from community partners like the Cincinnati Art Museum and the Cincinnati Book Arts Society.

This milestone celebration honors the Main Library's continued transformation into a thriving public space for learning, culture, and connection, and demonstrates CHPL's commitment to celebrating literacy, creativity, and community in our modern library environment.

Public Services Director Kathy Bach will provide a presentation of highlights from the past year at Main Library.

Upcoming Featured Programs & Events

- June 10 – Genealogy for Beginners - Finding our Families in Census Records, Pleasant Ridge Branch
- June 12 – Newport Aquarium presents Stingray Studies, Price Hill Branch
- June 16 – Spirograph Designs and Tote Bags, Corryville Branch
- June 17 – Develop Your Small Business With the Urban League Greater Cincinnati, Reading Branch
- June 17 – Golden Hour for Retired Adults, Sharonville Branch
- June 18 – Exploring Polar Science with 4H - Part 1, Loveland Branch

OCRC CHARGE DISMISSED

On Thursday, June 5, the Library, received notice that the OCRC charge filed by Library Customer, Lauryne Hodge has been dismissed.

HUMAN RESOURCES COMMITTEE REPORT

Ms. Reynolds reported that:

COMMUNITY LEADERSHIP CERTIFICATE PROGRAM

On April 17, 2025, we celebrated the graduation of the inaugural cohort of CHPL staff earning their Community Leadership Certificate. Offered in partnership with Cincinnati State, this program is designed to support staff who do not hold an MLS or MLIS by equipping them with the skills needed to advance into public service leadership roles, such as Branch Manager or Branch Supervisor.

The celebration, graciously hosted by Cincinnati State, featured a delicious lunch prepared by the college's culinary students, acknowledgements from program leaders, and inspiring remarks from Edith Gillispie, Oakley Branch Manager and certificate recipient.

A second cohort of six participants is currently progressing well through the program, and interviews and selections for a third group to begin Fall 2025 are actively in progress.

TOMORROW'S LEADERS PROGRAM

Interviews and selections for the 2025–2026 Tomorrow's Leaders Program are well underway, with final participant notifications to be shared in June. TLP is a development program for our individual contributors who have the potential and are interested in leadership opportunities with CHPL. Our Library is committed to developing our staff and preparing them to take on greater responsibilities. Through this program, we can increase the bench strength of prospective library leaders by providing the opportunity to be exposed to a variety of developmental opportunities including assessment of competencies, monthly group development sessions, individual coaching, mentorship from a current leader, and exposure to interviewing. The upcoming TLP cohort will begin in August 2025 and conclude in May 2026, continuing to build a strong pipeline of future leaders ready to contribute to CHPL's success.

STAFF AND RETIREE RECOGNITION PROGRAM

The twelfth annual Staff Recognition Program was held on Sunday, May 18 at the Main Library. This year, service recognition pins were given to all staff reaching a five-year increment anniversary. During this year's event, Emily Griffis, Youth Programs Coordinator, was awarded the Rookie of the Year for her outstanding performance in her first 18 months with the Library. Sarah Dole, Library Customer Specialist at the Harrison Branch and Joe Armstrong, Brand & Communications Director, were recognized as the Impact Award and Bunny Dehner prize recipients, for their exceptional contributions and service. Thank you to Ella Uhler, 1 South Department Manager, Lacey Wehrle, Outreach Services Manager, Jennifer Korn, Pleasant Ridge Branch Manager, and Miranda Gulasy and Sarah Maguire in our Programs & Events Department, as well as members of the Staff Recognition Team, for going above and beyond to coordinate this fun event. Thank you also to all staff and retirees who were able to attend and celebrate all of our accomplishments in the past year.

TECHNOLOGY COMMITTEE REPORT

Ms. Louis reported that:

CYBERSECURITY UPDATE

Cybersecurity is a top priority for CHPL, especially in light of recent ransomware incidents at local organizations such as Kettering Health. We have implemented various measures to protect our network

and enhance staff awareness of potential threats. Since 2021, we have strengthened password requirements, upgraded storage and backups, improved Internet certificate management, and enhanced server, anti-virus, and anti-malware protections. We also introduced password management tools for high-risk users. As discussed at the February 2025 Board meeting, IT will roll out cybersecurity training for all staff and develop an incident response plan with Ohio Persistent Cyber Improvement team from the University of Cincinnati. Upgrades include new core switches and email security tools. Please note, the Appendix at the end of this report provides additional information about our ongoing preparedness work.

RENNOVATED SYMMES AND REFRESHED OAKLEY BRANCHES TECHNOLOGY

The new Symmes Branch will feature a Lyngsoe 10-bin sorter, the first among branches, to enhance efficiency. This sorter includes a staff induction point for in-branch returns and connects to the drive-through for vehicle returns. Additionally, a sizable 24-hour holds locker from Lyngsoe will provide convenient book and material pickups. Both units have been ordered.

As part of its upcoming refresh, the Oakley Branch will receive a new Lyngsoe holds locker, similar to the one being installed at Symmes. The current holds locker at Oakley will be redeployed to the Harrison Branch.

TECHNOLOGY & LOGISTICS LEADERSHIP IN PROFESSIONAL ORGANIZATIONS

Bill Lane, IT Manager, has started his second 3-year term on the Ohio Public Library Information Network Board (OPLIN). Cataloging & Processing Manager Michael Christian-Budd serves as the Treasurer for OhioNet, a position that also makes him a member of the OhioNet Executive Committee. He is running for a second term on the Board. Caitlin Tracey-Miller is on the Planning Committee for the BiblioCommons conference, BiblioCon, in Toronto this Fall. Holbrook Sample continues to serve as Treasurer and Board Member for Books By the Banks, scheduled for November 15 at the Main Library.

ONGOING DIGITAL STRATEGY ANALYSIS

As discussed at the April Board meeting, we continue to review options for our approach to digital material acquisition, the vendors with whom we work and whose products support our community's Library use, and, as budget grow tighter and costs increase, which products are the highest priority CHPL to offer. We intend to review initial thoughts and longer-term recommendations at the August and October Board meetings.

STRATEGY COMMITTEE REPORT

Ms. Louis reported that:

BARBERSHOP BOOKS

We are excited to announce the launch of the Barbershop Books program. The ten participating barbershops are located in a variety of neighborhoods including Evanston (Barnes Barbershop), Madisonville (Barnes Barbershop & Distinguished Cuts), Mt. Healthy (Bo Barber Shop), Finneytown (Forever Cuttin Up), Westwood (G's Perfection Plus Barber Shop), Corryville (Irby's Barbershop),

Silverton (Razor 1 Kutz Barbershop), Northside (Supreme Styles Barber Shop) and Cheviot (Todd Cutts).

Several of these barbershops have reported already seeing more boys reading. Irby's Barbershop rewards children with Pokémon cards for each book they read. One child eagerly read 10 books to earn 10 cards! Barnes Barbershop in Madisonville shared that they are amazed by the excitement of the kids when they see books available for them. Additionally, girls visiting the barbershop expressed a desire for books with female characters. In response, Jenna Felsheim, the branch manager at Madisonville, provided books featuring girls. We are planning a back-to-school event on August 13 at the Deer Park Branch in collaboration with the barbershops. We are deeply grateful to the Library Foundation for their financial support of this program.

DENISON CULTURE SURVEY UPDATE

To gain more insight into the results of our 2025 Denison Culture Survey, Regional Manager, Justyn Rampa will facilitate up to ten staff focus groups this summer. These sessions aim to dive deeper into the feedback provided by staff. The survey results, along with additional feedback from the focus groups, will provide further insight into our ongoing work in creating the best culture we can for a healthy, supportive workplace.

HAMILTON COUNTY SMALL BUSINESS EXPO

The 3rd Annual Hamilton County Small Business Day, held on May 12, 2025, at Xavier's Cintas Center, had a bustling atmosphere with small business service providers giving hands-on assistance. Hamilton County leaders asked the Library to provide a spotlight on CHPL MakerSpace resources that assist entrepreneurs with growing their business, such as our vinyl banner and product labelling equipment. We connected entrepreneurs with our online resources such as Explora (Small Business Reference Center), which provides sample business plans, information on managing business taxes, growing staff, and financial forecasting. Attendees are always thrilled to learn that we provide free access to the Cincinnati Business Courier. Hamilton County leaders estimated that more than 1100 people were in attendance.

MISSION ALL-IN

In celebration of Turner Construction's founding in May, we once again partnered with Turner, Holden Hands, and the 513 Relief Bus to host the 3rd annual Mission: All In! On Thursday, May 22, 2025, our resource fair provided access to food, a clothing shopping experience, medical care, JFS services, VoteRiders free Ohio IDs, Cincy Animal Care's free resources, employment opportunities, and more at no cost to our community. Turner reports: "We have been able to distribute over 20,000 items serving over 500 individuals at each event!"

WORKFORCE COUNCIL OF SW OHIO – YOUTH COUNCIL

This year, Michelle Matthews, Community & Engagement Director, joined the Workforce Council of SW Ohio newly formed Youth Committee. On May 15, the Council held a Youth Career Readiness Convening of youth serving organizations. The group identified challenges and opportunities local organizations face in preparing youth and young adults for meaningful careers, how to build awareness

and understanding of career readiness efforts in the community, and to identify opportunities for stronger support and alignment across the region.

MONEY TALK

On April 8, the Harrison branch offered a workshop with a HUD-Certified Financial Counselor that covered money trauma and why we spend money the way we do. Customers learned how to recognize money-spending habits and change them for the better. This workshop explained the different types of credit cards and loans, APR, what goes into a credit score, and the effects of a poor credit score. Predatory lending, and how to recognize it, was discussed, along with common scams and how to avoid them. There was a Q & A session after the workshop, which was offered in partnership with the Brighton Center.

CYBERSECURITY TRAINING FOR OHIO SMALL BUSINESSES AND NON-PROFITS

In April and May, Dr. Olivia K. Hernandez, Ohio small business owner and Lead Engineer in Industrial Cybersecurity at The Ohio State University Center for Design and Manufacturing Excellence, shared cybersecurity basics for Ohio small businesses. Dr. Hernandez covered incident response planning and cybersecurity risk assessments. She shared a free on-demand online resource created by OSU, funded in part through a Cooperative Agreement with the U.S. Small Business Administration, where organizations can gain more in-depth knowledge of cybersecurity.

OUTREACH SERVICES: 2024-2025 SCHOOL YEAR

Once again, our Outreach Services Department had a busy school year. They assembled and delivered teacher collections to an average of 69 schools, 475 teachers, and 15,000 items each month from September to April. They also visited a total of 428 classrooms with 5,743 attendees from August to May.

DEVELOPMENT COMMITTEE REPORT

Mr. Hendon reported that:

DEVELOPMENT OFFICE

The 2025 Mary S. Stern Lecture will be hosted at the Aronoff Center for the Arts on September 30th and will feature acclaimed journalist and author, Nicholas Kristof. Kristof will be discussing his book, *Chasing Hope: A Reporter's Life*.

The Library has received a significant gift from the Estate of Houston Brummit.

THE LIBRARY FOUNDATION

The Foundation is hosting an after-hours event on July 10 to celebrate the one-year anniversary of the reopening of the Downtown Main Library. Tickets for *Booked for the Evening* are \$200 for Hosts/Hostesses or \$50 for individuals, with additional sponsorship opportunities available.

The annual Spring giving campaign continues with great success. During Library Giving Day, 145

donors responded with gifts (average gift was \$50); 144 donors were new contributors!

Significant gifts have been received from Robert Dorsey, the Scripps Howard Foundation in support of the Homework Helper Program, Anonymous, Sarah and Tommy Evans, the Duke Energy Foundation, Sylvia Johnson, Charles and John Reusing in support of a new video monitor for the Cincinnati Room, and John and Karen Martens.

FRIENDS OF THE PUBLIC LIBRARY

The Friends have agreed to continue working with Library staff on the collections project at the Downtown Main Library. This project was started in 2019 and has continued in phases since then. The Friends manage and fund the work of two independent consultants and collection experts. The work initiated in this phase is expected to be completed in the next 12 months.

ANDERSON TOWNSHIP LIBRARY ASSOCIATION (ATLA)

The 45th Annual Summer Sale will be held at Nagel Middle School on June 20th through 22nd.

CONSENT AGENDA ITEMS

Ms. Redden moved the Board approve the consent agenda as follows:

- Minutes of the Annual Meeting held April 15, 2025
- Correction of the Minutes of February 13, 2025
- Monthly Financial Reports – for the periods ending April 30, 2025 and May 31, 2025
- Media Activity Report – April 7, 2025 – June 2, 2025
- Contributions, Gifts, and Donations – April 1, 2025 – May 31, 2025

CONTRIBUTIONS, GIFTS, AND DONATIONS RECEIVED GREATER THAN \$1000
April 1, 2025 – May 31, 2025

CONTRIBUTIONS, GIFTS, AND DONATIONS RECEIVED GREATER THAN \$1000
April 1, 2025 - May 31, 2025

04/01/25 LIBRARY FOUNDATION	LUTHER FOUNDATION - HOMEWORK HELPER SUPPORT	50,000.00
04/01/25 LIBRARY FOUNDATION	TURNER CONSTRUCTION FOUNDATION - HOMEWORK HELPER SUPPORT	10,000.00
04/08/25 LIBRARY FOUNDATION	BEFRIEND A BRANCH - VARIOUS BRANCHES	1,194.00
04/22/25 HOUSTON BRUMMIT ESTATE	SUPPORT FOR LIBRARY PROGRAMS	5,000.00
04/25/25 LIBRARY FOUNDATION	BEFRIEND A BRANCH - AUDUBON DISPLAY MONITOR	3,500.00
05/20/25 LIBRARY FOUNDATION	BEFRIEND A BRANCH - VARIOUS BRANCHES	1,699.00

- Personnel Change Report through June 2, 2025

<u>ACTION</u>	<u>REASON</u>	<u>FULL NAME</u>	<u>JOB TITLE</u>	<u>AGENCY</u>	<u>FT E</u>	<u>GR AD E</u>	<u>DATE</u>
Appointment	New hire	Schoettker, Raymond A.	PT24-Library Customer Adv	Madeira	0.60	4	04/13/2025
Appointment	New hire	Spitzmueller, Theresa	Public Safety Specialist	Public Safety	1.00	6	04/13/2025
Appointment	New hire	Rinaudo, Amy J.	Brand&Communications Mgr	Brand Team	1.00	10	04/13/2025
Appointment	New hire	Howell, Sheila M.	Monitor Mentor	West End	0.375	6	04/13/2025
Appointment	New hire	Botsford, Rachael	PT20-Library Customer Adv	Madeira	0.50	4	04/13/2025
Appointment	New hire	Sullivan, Laura A.	PT20-Library Customer Adv	Hyde Park	0.50	4	04/27/2025
Appointment	New hire	Bailey, Adam	PT20-Library Customer Adv	Harrison	0.50	4	04/27/2025
Appointment	New hire	Hackle, India	PT20-Monitor Mentor	Madisonville	0.50	6	04/27/2025
Appointment	New hire	Hanford, Cole R.	Branch Shelver	Madeira	0.30	1	04/27/2025
Appointment	New hire	Parker, Willow S.	PT20-Library Customer Adv	Symmes Township	0.50	4	04/27/2025
Appointment	New hire	Johnson, Michael	Public Safety Specialist	Public Safety	1.00	6	05/11/2025
Appointment	New hire	Fleck, Elizabeth	PT24-Main Shelver	Outreach Services	0.60	2	05/11/2025
Appointment	New hire	Fleming, Brevyn T.	PT24-Main Shelver	Outreach Services	0.60	2	05/11/2025
Appointment	New hire	Bailey, Korinne	Youth Librarian	1 South	1.00	7	05/25/2025
Appointment	New hire	Tsioulis Andaluz, Veronica	Branch Shelver	Symmes Township	0.30	1	05/25/2025
Appointment	New hire	Winks, Caroline	Branch Shelver	Symmes Township	0.30	1	05/25/2025
Appointment	New hire	Smith, Taylor	PT24-Main Shelver	Outreach Services	0.60	2	05/25/2025
Promotion	Promotion	Kreimer, Nathan P.	PT20-Library Customer Adv	Monfort Heights	0.50	4	04/13/2025

Promotion	Promotion	Randolph, Isabella J.	Library Customer Spec	Madeira	1.0 0	5	04/27/ 2025
Promotion	Promotion	Mitchell II, Patrick S.	Library Customer Spec	West End	1.0 0	5	04/27/ 2025
Promotion	Promotion	Jariwala, Riya H.	Branch Manager	Mt. Healthy	1.0 0	9	05/11/ 2025
Promotion	Promotion	Walters, Adam B.	PT20-Library Customer Adv	Corryville	0.5 0	4	05/11/ 2025
Promotion	Promotion	McConnell, Brendan J.	Youth Librarian	West End	1.0 0	7	05/25/ 2025
Promotion	Promotion	Ship, Danielle	Line Asst Elect Proc	Catalog& Processing	1.0 0	3	05/25/ 2025
Change	Lateral transfer	Vetter, Melissa C.	PT20-Library Customer Adv	Miami Township	0.5 0	4	04/13/ 2025
Change	Lateral transfer	Hicks, Andrew M.	Cataloging Assistant	Catalog& Processing	1.0 0	3	04/13/ 2025
Change	Change in FTE	Gebhart, Madison L.	Library Customer Adviser	Madeira	1.0 0	4	04/27/ 2025
Change	Lateral transfer	Keller, Jill A.	Youth Librarian	Covedale	1.0 0	7	04/27/ 2025
Change	Lateral transfer	Perry, Valerie S.	Customer Service Sub	Customer Service Subs	0.7 25	4	04/27/ 2025
Change	Lateral transfer	Gallon, Jordan M.	Customer Service Sub	Customer Service Subs	0.7 25	4	05/11/ 2025
Change	Lateral transfer	Chittock, Sharon G.	Outreach Serv Librarian	Outreach Services	1.0 0	7	05/14/ 2025
Change	Lateral transfer	Fioretti, Marta	Customer Service Sub	Customer Service Subs	0.7 25	4	05/25/ 2025
Change	Lateral transfer	Griffin, Michael B.	PT24-Library Customer Adv	Anderson	0.6 0	4	05/25/ 2025
Change	Lateral transfer	Marchal, James A.	Library Customer Adviser	Corryville	1.0 0	4	05/25/ 2025
Demotion	Voluntary Demotion	Foreman, Elizabeth R.	Brand Coordinator	Brand Team	1.0 0	9	04/13/ 2025
Demotion	Voluntary Demotion	Wilmont, Isaiah S.	Library Customer Adviser	West End	1.0 0	4	04/27/ 2025
Demotion	Voluntary Demotion	Nagel, Natalie	HW Help & Enrichment Asst	West End	0.3 0	3	04/27/ 2025

Demotion	Voluntary Demotion	Jessee, Camrin J.	HW Help & Enrichment Asst	Norwood	0.30	3	05/11/2025
Departure	Resignation	Minasian, Adnan A.	PT20-Library Customer Adv	Symmestown Township	0.50	4	04/11/2025
Departure	Resignation	Rolfert, Heather A.	PT20-Library Customer Adv	North Central	0.50	4	04/12/2025
Departure	Resignation	Starghill, Rachel L.	Branch Shelver	Symmestown Township	0.30	1	04/25/2025
Departure	Retirement	Culbertson, Mary A.	Outreach Serv Librarian	Outreach Services	1.00	7	04/30/2025
Departure	Resignation	Cupp, Hayley R.	PT20-Library Customer Adv	Greentown Township	0.50	4	04/30/2025
Departure	Resignation	Davenport, Lily M.	PT24-Library Customer Adv	Anderson	0.60	4	05/03/2025
Departure	Resignation	Kim, Eion H.	Branch Shelver	Avondale	0.30	1	05/07/2025
Departure	Resignation	Howell, Sheila M.	Monitor Mentor	West End	0.375	6	05/07/2025
Departure	Resignation	Bois, Patrick A.	Library Customer Adviser	Corryville	1.00	4	05/08/2025
Departure	Resignation	Powell, Alisha R.	HW Help & Enrichment Asst	Northside	0.30	3	05/08/2025
Departure	Resignation	Maher, Cooper A.	Branch Shelver	Hyde Park	0.30	1	05/10/2025
Departure	Retirement	Walker, John F.	Line Asst Elect Proc	Catalog& Processing	1.00	3	05/12/2025
Departure	Resignation	Jones, Alexa M.	Branch Shelver	Groesbeck	0.30	1	05/15/2025
Departure	Departure	Chandler Jr., Jeffery	Public Safety Specialist	Public Safety	1.00	6	05/20/2025
Departure	Resignation	Woo, Jihye	Branch Shelver	Symmestown Township	0.30	1	05/21/2025
Departure	Resignation	Pfeiffer, Andrea C.	Branch Shelver	Oakley	0.30	1	05/23/2025
Departure	Resignation	Blye, Starlyne C.	PT20-Library Customer Adv	Wyoming	0.50	4	05/24/2025
Departure	Resignation	Rice, Shelby S.	Page	Sorting and Mat Retrieval	1.00	2	05/29/2025
Departure	Resignation	Ward, Errin	HW Help & Enrichment Asst	Price Hill	0.30	3	05/29/2025

Departure	Resignatio n	Schoettker, Raymond A.	PT24-Library Customer Adv	Madeira	0.6 0	4	05/30/ 2025
Departure	Resignatio n	Thompson, Ridley M.	Branch Shelver	Madeira	0.3 0	1	05/30/ 2025
Departure	Resignatio n	Harlow Jr., Anthony C.	Library Customer Adviser	Miami Township	1.0 0	4	05/31/ 2025
Departure	Resignatio n	Smart, Marcia	Public Safety Specialist	Public Safety	1.0 0	6	06/01/ 2025
4/8/2025 - 6/2/2025							

- Statistical Report for April 2025 and May 2025

Statistical Report - May 2025

Trailing 12 Months of Data

Original Circulation



Digital Circulation



Visits In-Person



Visits Curbside & Drive-thru



Wi-Fi Sessions



PC Sessions



- Statistical Highlights – Sorting & Materials Retrieval

A Year at Main Library

The new Main South Building opened to the public in July 2024. Since that time, the Main Library has seen strong numbers across metrics and in both buildings.



15,404 Makerspace Sessions

14% year-over-year growth in reservations.



4,610 Room Reservations

86% year-over-year growth in space bookings.



254,929 Checkouts

24% year-over-year growth in original circulation.



82,837 PC Sessions

23% year-over-year growth in computer use.



449,837 visits.

46% year-over-year growth in customers coming into the buildings.



15,432 program attendees in 1 South

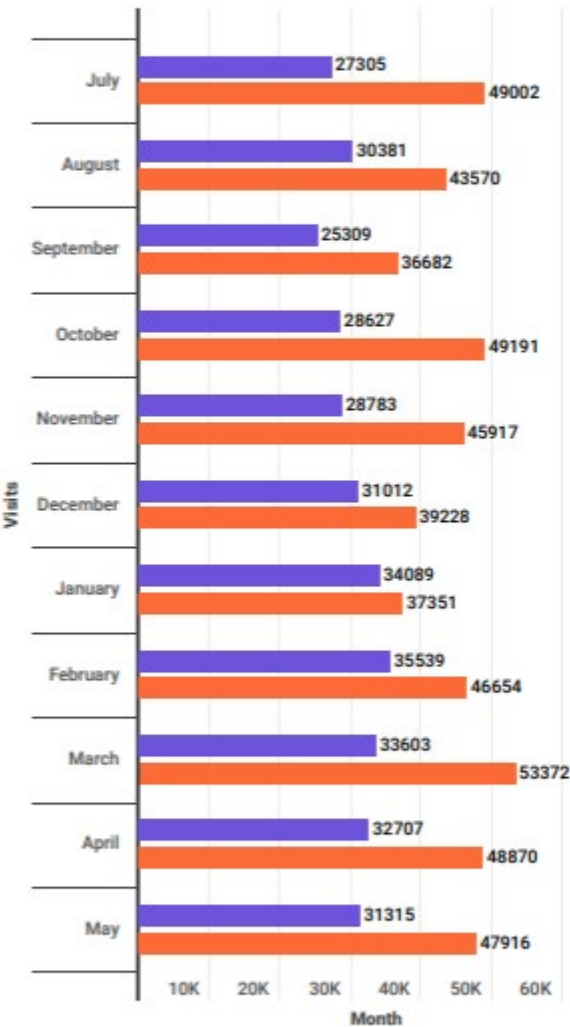
102% increase in program participation.

46,593
climbers on
the Social
Stairs



Visits

● Prior Year ● New Main



3,625
Story Center
screen views

Communities Gather at Main

The opening of the South Building has created a large and dynamic space for library events.



630 Sunday on the Stairs attendees

9 groups of local musicians entertained customers with diverse performances.



2,769 Books by the Banks attendees

The program welcomed 119 authors and included 17 panels and 8 activity stations for children.



3,947 attendees during BLINK

The library welcomed customers after hours. 4050 attended related outdoor programming.



The library hosted sold out author programs such as Fredrik Backman.

491 customers saw the bestselling author at the library.



12,070 Meet Me at Main attendees

Large crowds participated in opening weekend activities, including performances and tours.



9,281 items paged from closed stacks.

35% decrease from the prior year because additional materials are available for browsing on the public floor.



140,393

checkouts on new self-check machines



7 new in-person exhibits and 9 digital exhibits available on screens throughout the building.

These projects included community partnerships and object loans.



9,182 Laptop checkouts

- Investment Report (summary of invested balances) as of May 31, 2025

Cincinnati and Hamilton County Public Library Investment Summary as of May 31, 2025		
	Amount As of 4/30/2025	Amount As of 5/31/2025
Fifth Third Investment:		
General Fund	\$21,486,247.50	\$21,486,247.50
Building and Repair	\$13,628,120.00	\$13,628,120.00
Total	\$35,114,367.50	\$35,114,367.50
Fifth Third Operating Account:		
General Fund	\$21,379,799.76	\$19,478,944.06
Insurance Reserve	\$230,000.00	\$230,000.00
Special Revenue Funds	\$3,064,235.33	\$2,880,091.97
Building and Repair	\$30,054,668.86	\$28,630,001.45
Permanent Trust Funds	\$1,589,148.92	\$1,543,533.78
Total	\$56,317,852.87	\$52,762,571.26
STAR Ohio:		
Building and Repair	\$1,279,897.48	\$1,284,604.83
Total	\$1,279,897.48	\$1,284,604.83
U.S. Bank Managed Investments (Trust Funds):		
Total	\$6,776,403.00	\$6,776,403.00
Grand Total	\$99,488,520.85	\$95,937,946.59

Ms. Allen seconded.

Voting for the motion: Ms. Allen, Mr. Harding, Mr. Hendon, Ms. Louis, Ms. Redden, Ms. Reynolds...6 ayes. The motion carried. (08-2025).

The Regular Meeting was then adjourned.

President

Attest: Secretary