

# RECORD OF PROCEEDINGS

## ASHTABULA COUNTY DISTRICT LIBRARY

Held: October 16, 2024

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The Board of Trustees Regular Meeting was held from 5:34 PM to 7:06 PM at Geneva Public Library, 860 Sherman St, Geneva, Ohio 44041.

Board President Westlake called the meeting to order at 5:34 PM with the following Trustees, staff and guests present:

Trustees: Avsec, Hamper, Kohler, Misener, Skleres, Westlake

Director Neubauer, Fiscal Officer Williams

Absent and excused: Butler

Absent: None

Guests: Branch Manager Ryan Whelpley, Lowell Beaudoin

### **Public Comments / Announcements / Communications**

1. Lowell Beaudoin praised Codi Pilkington for installing a new SIM card.

### **Board Announcements**

1. Director Penny Neubauer was recognized for 10 years of service to ACDL.

### **Consent Agenda**

**Skleres moved and Kohler seconded motion to approve the minutes of the 10/10/24 Finance Committee as presented, all Ayes.**

**2024-52.**

**Misener moved and Hamper seconded motion to approve the Consent Agenda as presented, all Ayes.**

**2024-53.**

### **Geneva Library Update**

Branch Manager Whelpley reported the Geneva staff has a “fire in the belly” for the youth, and that he and the staff are getting used to each other.

At 5:40 PM, the Board took a break to view the new Bookmobile. The Board returned from the break at 6:05 PM.

### **Old Business**

1. Geneva Update
  - Neubauer distributed the September monthly construction report prepared by Regency Construction Services, Inc.
  - Several Board Members remarked about how much they liked the upgraded Men’s Restroom.

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## New Business

1. 2025 Board of Trustees Meeting Schedule

**Misener moved and Hamper seconded motion to approve the 2025 Meeting Schedule as presented, all Ayes.**

**2024-54.**

2. Comprehensive Planning – deferred until Items Too Late

3. Sale of 2007 Bluebird Bookmobile

**Avsec moved and Skleres seconded motion to declare the 2007 Bookmobile obsolete and excess to the needs of ACDL, and authorized the Director to dispose of the 2007 Bookmobile by any lawful means, all Ayes.**

**2024-55.**

4. Personnel/Operations Committee Meeting

- Westlake informed the Board that the Personnel/Operations Committee will meet in November (date TBD).

## Items Too Late for Agenda

1. New Appropriation Code

**Misener moved and Kohler seconded motion to add appropriation code 1000-120-413-0047 Streaming Services as presented. Upon roll call, all voted Aye.**

**2024-56.**

2. 2025 Wage Increases

**Skleres moved and Hamper seconded motion to authorize the Director to award 2025 wage increase by an amount not to exceed 3.2%, and to adjust 2024 wages as needed to align with the 2024 NEO-RLS Salary Survey, with both increases subject to a maximum aggregate increase of \$45,000. Upon roll call, all voted Aye.**

**2024-57.**

3. Comprehensive Planning

- Westlake reminded the Board that the Comprehensive Plan will be the main item discussed during the February 2025 Retreat, and that Board members should prepare accordingly.

4. Trustee Hamper reminded the Board that the 2024 Books & Brews sponsored by the ACDL Foundation is on 10/26/2024.

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Hearing no further action, Westlake adjourned the meeting at 7:06 PM.

  
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President

  
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Secretary

**Next Board Meetings:**

**Regular Meeting**  
**Ashtabula Public Library**  
**November 20, 2024**  
**5:30 PM**