

RECORD OF PROCEEDINGS

ASHTABULA COUNTY DISTRICT LIBRARY

Held: June 12, 2024

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The Board of Trustees Regular Meeting was held from 5:30 PM to 6:11 PM at Ashtabula Public Library, 4335 Park Ave, Ashtabula, Ohio 44004

Board President Westlake called the meeting to order at 5:30 PM with the following Trustees, staff and guests present:

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

Director Neubauer, Fiscal Officer Williams

Absent and excused: Trustee Avsec

Absent: None

Guests: ACDL Foundation Officers Stacy Stevenson (President) and Jennifer Capo (Treasurer), and ACDL Foundation Board Members Carrie Brockway, Milli Morrison, Ron Smith, Robinlyn Vogel.

Public Comments / Announcements / Communications

1. None

Board Announcements

1. None

Consent Agenda

President Westlake pointed out that the 5/15/24 Board meeting began at 5:30 PM and not 5:3 PM.

Butler moved and Skleres seconded motion to approve the Consent Agenda as corrected, all Ayes. 2024-34.

Annual Meeting with the ACDL Foundation Officers Board Members

1. ACDL Board President Westlake congratulated the Foundation on doing a great job, and proposed changing the MOU to reflect a joint-meeting on either an as-needed basis or every five (5) years.
 - ACDL Foundation Board Member Ron Smith stated he has been on the Foundation Board since 2015 (and prior to that served 13 years on the ACDL Board) and the current board and officers are the best group he has seen.
 - ACDL Board Member Hamper stated as the ACDL Board Liaison to the Foundation, she is the conduit for the exchange of information.
 - ACDL Foundation President Stacy Stevenson said she was good with meeting on an as-needed basis.
 - Westlake asked Hamper to revise the MOU as follows:
 - a. Re-number Section 8.1 – 8.4 to 9.1 – 9.4,
 - b. Change the annual joint meeting in 9.1 to a joint meeting every five (5) years' and
 - c. Change the “review on an annual basis” provision in 9.2 to a “review as needed”.
2. Westlake asked all in attendance to introduce themselves, beginning with ACDL Board Member Misener.
3. Westlake distributed the “Naming Rights” brochure to all in attendance.

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4. Westlake stated he was very impressed with the Foundation's plans for fundraising for the Bookmobile, as well as the Foundation's participation in the fundraising for the Geneva addition and renovation.
5. At 5:42 PM the Foundation Officers and Board Members left to continue their board meeting in another library space.

Old Business

1. Geneva Update
 - Director Neubauer informed the Board that crews were currently working on demolition, and that a meeting on the tile layout for the existing restrooms will be held 6/18/24 prior to the regular bi-weekly construction progress meeting.
 - Westlake asked if a video camera will be set up, Neubauer responded no because there was not a good location to install a camera.

New Business

1. Health Insurance Rates

Hamper moved and Kohler seconded motion to approve the Health Insurance rates effective 7/1/2024 as presented. Upon roll call, all voted Aye. 2024-35.

2. New Expenditure Account Codes

Fiscal Officer Williams asked that this item be withdrawn for the agenda because there are no new expenditure codes needed at this time.

Items Too Late for Agenda

1. Westlake distributed the ACDL Board Goals and Vision Statement, circa 2015, and noted that the relationship with the other libraries in the County has greatly improved.
2. Westlake stated he believed Library Staff should be recognized in some manner for the good work they are doing. After discussion, it was decided that an after-hours event (which includes an early closing time) should be held before September 1st, and that the event should include food and some form of fun group activity.
3. A party planning committee consisting of Trustees Butler, Hamper, Kohler, and Skleres, along with Library Administration, was appointed.

Skleres moved and Hamper seconded motion to approve an employee appreciation event prior to September 1st at a cost not to exceed \$5,000. Upon roll call, all voted Aye. 2024-36.

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Hearing no further action, Westlake adjourned the meeting at 6:11 PM.



President



Secretary

Next Board Meetings:

**Regular Meeting
Geneva Public Library
July 17, 2024
5:30 PM**