

# RECORD OF PROCEEDINGS

ASHTABULA COUNTY DISTRICT LIBRARY

Held: May 19, 2021

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## 2. West Lawn Enhancement Project

- Neubauer informed the Board that there may be an opportunity to partner with other entities within the next 18 – 24 months.

**Hamper moved and Eckart seconded the motion to table the West Lawn Enhancement Project, all Ayes.**

**2021-24.**

## New Business

### 1. Public Service Policies 2.11, 5.1 and 5.21

**Avsec moved and Eckart seconded motion to approve the revised Public Service Policies as presented, all Ayes.**

**2021-25.**

### 2. Acceptance of Agreed-Upon Procedures Report

**Eckart moved and Avsec seconded motion to accept the Agreed Upon Procedures Report, all Ayes.**

**2021-26.**

### 3. Reinstate 2 full-time positions

- Neubauer explained that there is a current need to reinstate 2 full-time positions that were vacated in early 2020.
- Neubauer also explained her request to raise the Library's starting wage to \$12.00 per hour (up from \$11.00 per hour).
- a. Avsec asked if the open Front Desk Manager position in Ashtabula requires a college degree? Neubauer replied a high school degree is required, and a college degree is preferred.

**Eckart moved and Avsec seconded motion to increase the starting wage to \$12.00 per hour. Upon roll call, all voted Aye.**

**2021-27.**

- b. Neubauer informed the Board that there have been three resignations from Ashtabula's front-line staff in the past month, and wages were a major factor in 2 of the 3.
- c. Williams informed the Board the Chairman of the Stark County Schools Council of Governments is recommending a 3.9% increase in medical premiums and two (2) premium holidays for the period July 1, 2021 through June 30, 2022.
- d. Neubauer recommended a minimum \$1.00 increase for all front-line staff currently making less than \$19.00 per hour, to be effective the first full pay period of June 2021.

**Eckart moved and Hamper seconded motion to reinstate two (2) full-time positions and increase front line wages by a minimum of \$1.00 per hour, effective with the first full pay in June. Upon roll call, all voted Aye.**

**2021-28.**

- e. After the vote, Avsec asked if there was a way we could further sweeten the pot, perhaps by offering certifications, etc.? Neubauer replied she will work on further incentives.

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The Board of Trustees Regular Meeting was held from 6:30 PM to 7:50 PM at the Ashtabula Public Library.

President Butler called the meeting to order at 6:30 PM with the following Trustees, staff and guests present:

Trustees Avsec, Butler, Eckart, Hamper, McCain, and Skleres; Director Neubauer, Fiscal Officer Williams.

Absent and excused: Trustee Westlake

Absent: None

Guests: Karen Bertholf, Lyn Glover, Helena Richardson

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

1. None

## **Consent Agenda**

**Eckart moved and Skleres seconded motion to approve the Consent Agenda, all Ayes. 2021-23.**

## **Library Resource Training: Ohio “What’s that?” database.**

1. Lyn Glover presented information on Ohio’s “What’s that?” database, including options for identifying plants, trees and snakes.

## **Old Business**

1. Library Response to COVID-19:
  - Neubauer informed the Board that a 20’ x 30’ tent has been purchased for Geneva using COVID money. The tent will be used during Summer Reading and other outside activities.
  - Neubauer informed the Board that quarantining of materials ended 5/10/21 in Geneva and 5/17/21 in Ashtabula.
  - Neubauer informed the Board that the wi-fi project planned for the Lenox Community Center has been dropped due to lack of cooperation from Spectrum.
  - Neubauer informed the Board that the Library is hoping to put a wi-fi repeater in North Park, along with expanding the Library’s wi-fi signal to cover the east parking lot and west lawn.
  - Neubauer distributed and reviewed the attached Masks and More document.
    - a. Trustee Avsec commented that the Governor says children under 10 don’t need to wear a mask, and that it makes sense to follow the CDC guidelines.
    - b. Neubauer commented that the County will no longer issue COVID-related orders, just guidelines.
    - c. Trustee Butler asked if there are any settings where staff is required to be in small spaces with patrons? Neubauer replied no.
    - d. Trustee Hamper stated the Library is a public resource and we have to keep access open.
    - e. Butler thanked Neubauer for being planful and doing her best.

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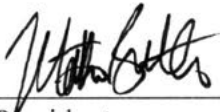
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## Items Too Late for Agenda

1. Avsec asked about the status of the Art project. Helena Richardson replied the target installation date is June 6, 2021.
2. Trustee Hamper informed the Board that the ACDL Foundation membership drive is having success. To date, 25+ new members have made contributions, and there are active people on the ACDL Foundation Board who are energized.
3. Avsec commented when she reads the reports in the Board packet she is amazed by all the things the library does.
4. Neubauer informed the Board that somebody returned a book that has a drawing of a naked couple. This person put paper over the female's breast and genital areas of both.
5. Karen Bertholf thanked the Board for the box lunch.

Hearing no further business, Butler adjourned the meeting at 7:50 PM.

**Next Board Meeting:**            **Wednesday, June 16, 2021**  
                                         **Regular Meeting**  
                                         **6:30 PM**  
                                         **Ashtabula Public Library**



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President



\_\_\_\_\_  
Secretary