

RECORD OF PROCEEDINGS

ASHTABULA COUNTY DISTRICT LIBRARY

Held: June 16, 2021

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The Board of Trustees Regular Meeting was held from 6:35 PM to 7:32 PM at the Ashtabula Public Library.

President Butler called the meeting to order at 6:35 PM with the following Trustees, staff and guests present:

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

Absent and excused: None

Absent: None

Guests: Alecia Pocatko, Helena Richardson

Public Comments / Announcements / Communications

1. None

Consent Agenda

Trustee Avsec asked about the additional Salary & Benefits and Utility costs in May. Williams replied that May was a three (3) pay month and Utility costs are up because the amounts pre-paid at the end of 2020 have run out.

**Eckart moved and Westlake seconded motion to approve the Consent Agenda, all Ayes.
2021-29**

Library Resource Training: Libby and Ohio Digital Library.

1. Alecia Pocatko presented information on Libby and Ohio Digital Library.

Old Business

1. Library Response to COVID-19:
 - Neubauer informed the Board that all unvaccinated staff are required to wear masks and social distance while on Library property.
 - Neubauer informed the Board that employees riding together in a vehicle while on Library business are required to wear masks.
 - Neubauer informed the Board that children in the Library are encouraged to wear masks.

New Business

Revised Organizational Chart

- Neubauer informed the Board that three (3) part-time Library Assistants and one (1) full-time Front Desk Manager have been hired in Ashtabula: one (1) more part-time position needs to be filled in Ashtabula.
- Neubauer informed the Board that two (2) part-time Summer Outreach Assistants and one (1) full-time Outreach/Bookmobile Coordinator (with an MLIS) have been hired in Geneva.
- Trustee Avsec asked if the Bookmobile was still being driven? Neubauer replied the van is used whenever possible.

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Items Too Late for Agenda

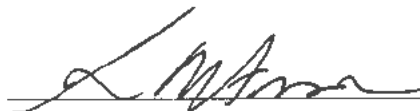
1. Trustee Hamper informed the Board about the following leadership changes for the ACDL Foundation:
 - a. The terms of ACDL Foundation Trustees Ron Smith and Tony Vespoli end 6/30/2021;
 - b. Stacy Stevenson will be the Interim President effective 7/1/2021;
 - c. Carolyn Sheldon will be President effective 9/1/2021.Trustee Hamper also informed the Board that the next meeting of the ACDL Foundation Board will be 9/16/2021 in the Robert S. Morrison meeting room.
2. Neubauer informed the Board she participated in a ZOOM meeting with the YMCA, and the Y has narrowed down the sites for the new Y to be either the existing Y property on West Prospect Road at Lake Avenue, or the Library's "west lawn". The Y has commissioned a market study to gain feedback from a minimum of 600 community members. The Library will have the opportunity to add questions to this study.
3. Trustee Butler commented the "Mortgage Burning/Shredding" ceremony was very nice.
4. Trustee Avsec commented the Operations/Personnel Committee will be working on the changes to the existing business mileage policy.

**Westlake moved and Skleres seconded motion to adjourn the meeting at 7:32 PM.
2021-30.**

**Next Board Meeting: Wednesday, July 21, 2021
 Regular Meeting
 6:30 PM
 Geneva Public Library**



President



Secretary