

RECORD OF PROCEEDINGS

ASHTABULA COUNTY DISTRICT LIBRARY

Held: July 21, 2021

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The Board of Trustees Regular Meeting was held from 6:31 PM to 8:07 PM at the Geneva Public Library.

President Butler called the meeting to order at 6:31 PM with the following Trustees, staff and guests present:

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

Absent and excused: Trustees McCain and Skleres

Absent: None

Guests: Ryan Whelpley, Lauren Webster, Cindi Crnic, Jim McClure

Geneva Branch Manager Ryan Whelpley introduced Lauren Webster, Bookmobile/Outreach Coordinator

Public Comments / Announcements / Communications

1. None

Consent Agenda

Trustee Eckart pointed out the June Payment Listing had a \$0.90 error in the handwritten portion. Eckart asked about the cash balance? Fiscal Officer Williams replied that the second half 2020 real property settlement will occur in early August, and the combination of that and continued strong PLF receipts will put the Library in a good cash position. Eckart also asked what the "Memo Expense" included? Williams replied in June it included the credit card processing fees.

Trustee Avsec asked about the landscaping expense in June? Williams and Director Neubauer replied it was for bed cleanup and mulch at both buildings plus two (2) trees at Ashtabula.

Westlake moved and Eckart seconded motion to approve the Consent Agenda, all Ayes. 2021-31.

Geneva/SRC/Outreach Update

- Whelpley talked about the need for study room space at the Geneva Library, and the Geneva team survived the early-summer employee turnover.
- Whelpley expressed a great deal of satisfaction about the participation to date for the Summer Reading Club, noting that there are participants from nearly every school in the County.
- Trustee Butler commented that the SRC team "rocked it".
- Trustee Westlake asked about the number of middle school students attending the Library after school? Whelpley replied the daily average was approximately 18 in May 2021. Whelpley also commented that attendance for the year end scavenger hunt & mystery theatre was approximately 35.
- Westlake asked what the plan was for the coming school year, as well as for the time when COVID-19 vaccines are approved for children less than age 12? Whelpley replied the planning was underway for the next school year, and that the number of students will need to be moderated.

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- Neubauer commented that moving to four (4) scheduled programs solved a lot of the pre-COVID attendance problems, and that she believes the Library should require children under age 12 to wear masks.
- Avsec commented that the Delta Variant's R factor was similar to measles, and that it would begin to work itself out.
- Trustee Hamper commented that as a parent of a 14-year-old, she appreciated everything that has been done to provide a safe environment.

Library Resource Training: Children's Online Catalog

1. Cindi Crnic presented information on ACDL's Children's Online catalog.

Old Business

1. Library Response to COVID-19:

- Neubauer recommended the Library implement the following hours in both buildings beginning September 7, 2021:

| | |
|-------------------|-------------------|
| Monday – Thursday | 9:00 AM – 8:30 PM |
| Friday | 9:00 AM – 6:00 PM |
| Saturday | 9:00 AM – 4:00 PM |

Eckart moved and Hamper seconded motion to approve the Director's recommendation, all Ayes. 2021-32.

New Business

1. Personnel Policy Updates

- Proposed changes for Policy 5.8, Policy 6.1, Policy 6.21 have been reviewed and recommended by the Operations Committee.

Avsec moved and Eckart seconded motion to approve the policy changes as presented, all Ayes. 2021-33.

2. Additional Floating Holiday for 2021.

- Neubauer recommended the Board approve an additional floating holiday for 2021 in recognition of "Juneteenth".

Westlake moved and Eckart seconded motion to approve the Director's recommendation, all Ayes. 2021-34.

After the vote, there was a discussion regarding if the Library should be open on national holidays. Neubauer stated if we are essential we should be open. Neubauer also stated she felt the additional floating holiday was a kind gesture and that staff will be appreciative.

3. 2021-2022 Health Care Premiums

- Williams informed the Board that medical premiums increased 3.9%, dental and vision premiums are unchanged, and the Library will be able to take two (2) premium holidays.

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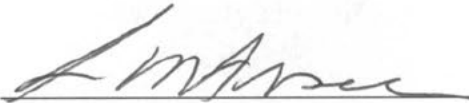
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President



Secretary