

RECORD OF PROCEEDINGS

ASHTABULA COUNTY DISTRICT LIBRARY

Held: August 18, 2021

Page 1 of 3

The Board of Trustees Regular Meeting was held from 6:30 PM to 7:20 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 (via Zoom and not voting), McCain, Skleres, and Westlake; Director Neubauer, Fiscal Officer Williams.

Absent and excused: None

Absent: None

Guests: Karen Bertholf (Zoom), Rebecca Moisio, Helena Richardson, Michael Thornton, and Lauren Webster

Public Comments / Announcements / Communications

1. None

Consent Agenda

Trustee Avsec asked about the \$4,864.11 Visa expenditure (Payment # 539-2021). Williams explained that often time technology expenditures are made using the Visa credit card. Williams added the July Visa payments included June and July invoices because Visa did not receive the June payment.

Avsec also asked about Guiding Ohio.com. Director Neubauer replied it was part of a grant from the State Library.

Eckart moved and McCain seconded motion to approve the Consent Agenda, all Ayes. 2021-38.

2021 – 2022 Marketing Plan

Rebecca Moisio informed the Board the major focus for the remainder of 2021 and all of 2022 is to build brand awareness and community support for the Library, which can then be leveraged by the Levy Committee so that the 1.25 Mil levy passes in November. Moisio distributed and reviewed the attached “ACDL 2022 Creative Brief” and “Educator Resources” brochure.

- Trustees Avsec and Skleres both stated they were excited about the plan.
- Avsec also thanked Moisio for videoing Austinburg Township Zoning Board of Appeals meetings.
- Trustee Butler stated he has been involved in a number of projects that Moisio videoed and that she always does a great job.
- Neubauer informed the Board that “warm fuzzies” are shared monthly with community, educational, and political leaders.

Old Business

1. Library Response to COVID-19:
 - Neubauer informed the Board staff is required to wear masks in public areas, and that masks are voluntary and available for patrons.

RECORD OF PROCEEDINGS

ASHTABULA COUNTY DISTRICT LIBRARY

Held: August 18, 2021

Page 2 of 3

New Business

1. Closure Request for Staff Training on October 11, 2021
 - Neubauer explained the focus of the training will be safety.

Eckart moved and Skleres seconded motion to approve closure request as presented, all Ayes. 2021-39.

2. Ashtabula City Council / Homelessness Issue.
 - Neubauer informed the Board she participated in a meeting with Ashtabula City Council and community leaders. The group didn't come up with any solutions, and all agreed the issue is as much about vagrants as it is about the homeless.
 - Neubauer informed the Board she hosted a separate meeting with three (3) nearby pastors. Rev Peter Nielsen agreed to chair a sub-committee to address the issue
3. Approve Supplemental Appropriations

Eckart moved and McCain seconded motion to approve the attached Supplemental Appropriations as presented. Upon roll call, all voted Aye. 2021-40.

4. Approve the addition of Account 4501-100-102-0000 and its Appropriation

Eckart moved and Westlake seconded motion to add Account 4501-100-102-0000 and approve a \$7,641.48 appropriation as presented. Upon roll call, all voted Aye. 2021-41.

5. Resolution authorizing the Fiscal Officer to open a credit card account.

Skleres moved and Eckart seconded motion to approve the attached Resolution as presented, all Ayes. 2021-42.

Items Too Late for Agenda

1. Property, Causality, Auto, Umbrella, Crime, Cyber and Terrorism Insurance Renewal – 09/17/2021
 - Williams informed the Board the renewals cost \$1,125.81 less than 2020.

Skleres moved and Eckart seconded motion to approve the attached renewals as corrected. Upon roll call, all voted Aye. 2021-43.

- Williams informed the Board the 2nd Half 2020 Real Estate Settlement will be received on 08/20/2021. The settlement totals \$566,377.67 (less \$10,141.16 in collection fees). YTD, the Library will have received \$1,365,486.79 which is \$36,769.79 more than budgetd.

RECORD OF PROCEEDINGS

ASHTABULA COUNTY DISTRICT LIBRARY

Held: August 18, 2021

Page 3 of 3

Hearing no further business, Butler adjourned the meeting at 7:20 PM.

Next Board Meeting: **Wednesday, September 15, 2021**
 Regular Meeting
 6:30 PM
 Ashtabula Public Library



President



Secretary