

RECORD OF PROCEEDINGS

ASHTABULA COUNTY DISTRICT LIBRARY

Held: October 20, 2021

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The Board of Trustees Regular Meeting was held from 6:30 PM to 7:44 PM at the Geneva 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, Skleres, and Westlake; Director Neubauer, Fiscal Officer Williams.

Absent and excused: Trustee McCain

Absent: None

Guests: Jim McClure, Stephen Moncrief, Peggy Sonstein (former ACDL Board member), and Lauren Webster.

Public Comments / Announcements / Communications

1. None

Consent Agenda

Westlake moved and Skleres seconded motion to approve the Consent Agenda, all Ayes. 2021-46.

Geneva Public Library Update

Branch Manager Lauren Webster provided the following update:

- Friends of the Geneva Library donated \$350 towards the renovation of the tree house. When completed the tree house will have a number of sensory panels and other furnishings that will make it a more welcoming place for children.
- There is heavy use of the meeting space throughout the library.
- Lauren and Rebecca Moisio had a table at a car show in Harpersfield Township that was well visited by attendees.
- Outreach – Jim McClure has re-established the book drop locations and has added an additional location; home delivery numbers are trending up; homebound visits in September were double the number of visits in August.
- Collaboration with Geneva Middle School is up and running.
- Averaging 71 middle school students after school.
- A Monday evening Storytime has been added by Tina Conrad, and based on attendees, this Storytime is more sensory friendly.
- The Bookmobile has undergone a safety check and has had its fuel tank replaced, it is ready to go back on the road.

Susan Avsec asked how the reception was at the Harpersfield Township event. Webster replied it was friendly, but many were not from Harpersfield Township.

Stephen Moncrief III provided an overview of the online Home Improvement Reference Center that is available to patrons both in the Library and at home.

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Old Business

1. Library Response to COVID-19:
 - Director Penny Neubauer informed the Board that there are no real changes.
 - The State is going to change the process for home testing.
 - ACDL has distributed over 2,600 Covid-19 tests.
2. YBI Update:
 - Neubauer informed the Board that YBI has not yet been awarded the grant that would fund the project, and that she believes the program probably will not be funded.
3. YMCA Update:
 - Informed the Board that she and Fiscal Officer Ed Williams met with Trevor Sprague and the Y's Project Manager. During this meeting the Y stated their preferred location for a new building is the west lawn of the Library, and that letters of intent to partner with the Y from seven or eight entities (including ACDL) are due by November 19, 2021.
 - Neubauer informed the Board Iten Industries has proposed building two 3-D printers for ACDL for the cost of materials. These 3-D printers would allow ACDL to jumpstart the makers-space initiative.

New Business

1. 2022 Salary Plan
 - Neubauer reviewed the methodology used to develop the 2022 Salary Plan. The consensus of the Board was that the plan was well thought out and that it was acceptable.
2. 2022 Temporary Appropriations
 - Williams reviewed the first draft of the 2022 Temporary Appropriations, and stated the intent was to ask for the Board to approve 2022 Temporary Appropriations during the November 2021 Board Meeting.

**Eckart moved and Skleres seconded motion to approve the 2022 Salary Plan at an amount not to exceed \$1,235,042. Upon roll call, all voted Aye.
2021-47.**

Items Too Late of Agenda

1. Neubauer distributed a sample of the brochure holder that was developed by the Library.
2. Neubauer asked the Board when they thought the strategic plan should be updated. After discussion, Neubauer stated she will contact the State Library to see when they may be available.
3. Williams requested the addition of the following appropriations accounts:

<u>Account #</u>	<u>Description</u>
4501-100-411-0000	Books
4501-100-411-0032	McNaughton Books

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Avsec moved and Hamper seconded motion to add the appropriation accounts as presented, all Ayes.
2021-48.

Hearing no further business, Butler adjourned the meeting at 7:44 PM.



President



Secretary

Next Board Meeting:

Wednesday, November 17, 2021
Regular Meeting
6:30 PM
Ashtabula Public Library