

RECORD OF PROCEEDINGS

ASHTABULA COUNTY DISTRICT LIBRARY

Held: April 20, 2022

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The Board of Trustees Regular Meeting was held from 5:32 PM to 6:29 PM at Ashtabula Public Library

President Westlake called the meeting to order at 5:32 PM with the following Trustees, staff and guests present:

Trustees: Avsec & Butler (via ZOOM), Hamper, Skleres, and Westlake (in person); Director Neubauer, Fiscal Officer Williams.

Absent and excused: Trustees Eckart & McCain

Absent: None

Guests: Ashtabula Branch Manager Whelpley, Austin Griffith

Public Comments / Announcements / Communications

1. None

Board Announcements

1. Director Neubauer distributed the 2022 OLC membership cards to trustees Hamper, Skleres and Westlake.
2. Board president Westlake asked that his April 12, 2022 letter regarding the Strong Libraries Strong Communities Committee be added to the record. Westlake also stated going forward the Board will receive committee reports from this committee during the Board Meeting, but discussion will take place after the regular meeting is adjourned.

Consent Agenda

Skleres moved and Butler seconded motion to approve the Consent Agenda, all Ayes. 2022-19.

Ashtabula Branch Library Update

Branch Manager Whelpley provided the following update:

1. He now knows the staff much better, and that the only problems that exist are routine employee problems.
2. The number of children under age 18 has increased, thanks primarily to Melissa Brodhead and Dwight Meyer.
3. Tech Toys are very popular – led by Brodhead.
4. Outreach is increasing, again with Melissa on the lead. All of Superior Elementary will be here May 16, 2022.
5. Adult programming is improving – with Dwight Meyer leading three book clubs.
6. A number of new volunteers have joined the library.

March Statistics

1. Neubauer informed the Board that March 2022 statistics exceeded March 2019 statistics.
2. A written summary of March statistics, as well as the actual statistics are attached.

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Old Business

1. YMCA Update

- The PowerPoint presentation from the March 30, 2022 virtual meeting with the YMCA Project Manager and Architect has been shared with the Board.
- Westlake stated a tech closet was needed and perhaps a service desk.
- Neubauer stated she had concerns about the delineation between the Library and the Y, and the Library's maker space in the Y building will need Library staffing.
- Avsec asked if the Y has made a financial offer for the property.
- Neubauer stated no, but the feeling she got from the Library Board was that ACDL will do what is easiest so that ACDL is not viewed as a barrier to the project.
- Westlake stated the Library paid \$60,000 +/- for the property and have made some improvements to the property since acquisition.
- Neubauer stated given the current situation at the Y may put fund raising back.
- Trustee Butler thanked Neubauer for sharing the April 18, 2022 email from the Y's project manager.
- Neubauer informed the Board she envisioned the meeting rooms being accessible by swiping the library card, self-checkout via smart phone, staff more and more involved in providing services, which means automation will be needed to fill the gap.

Presentation – Sanborn Maps

Austin Griffith provided the Board with an overview of the Sanborn Maps database:

1. The database included detailed maps of over 12,000 cities and villages.
 2. Sanborn maps began in the mid-1800's and continued through the mid-1900's.
 3. The purpose was to allow insurance companies to establish value and assess the risk on a building-by-building basis.
 4. Today the database is used primarily for archival and genealogy research.
- Trustee Avsec asked if there the documentation showed the formula used to establish value and assess risk? Griffith responded there are no formulas.

Old Business, continued

2. Levy Update

- Westlake read a letter from Misty Eckart informing the Board the levy committee needed \$2,400 to meet its fund-raising goal.

New Business

1. Q1 Financial Summary

- Fiscal Officer Williams informed the Board that it is too early in the year to get a sense on how good the current year budget is, but the PLF continues to exceed estimates and it appears as though 1st half 2021 Real Estate collections exceeded expectations.

2. Resolution Requesting the Placement of an Operating Levy on the November 8th Ballot

Skleres moved and Hamper seconded motion to approve the Resolution as presented. Upon roll call, all voted Aye.

2022-20.

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3. Add Appropriation Account 1000-100-413-0046 – AV Gaming

Skleres moved and Hamper seconded motion to add appropriation account 1000-100-413-0046 as presented. Upon roll call, all voted Aye. 2022-21.

Items Too Late for Agenda

1. Westlake informed the Board he had drafted resolutions for the ACDL Foundation, Friends of the Ashtabula Library and Friends of the Geneva Library, and these organizations will be invited to the Library's May, June and July meetings, respectively.

Westlake adjourned the meeting at 6:29 PM



President



Secretary

Next Board Meeting:

Wednesday May 18, 2022

5:30 PM

Ashtabula Public Library

In Person & Virtual