

RECORD OF PROCEEDINGS

ASHTABULA COUNTY DISTRICT LIBRARY

Held: December 21, 2022

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The Board of Trustees Regular Meeting was held from 5:30 PM to 6:50 PM at Ashtabula Public Library

President Westlake called the meeting to order at 5:30 PM with the following Trustees, staff and guests present:

Trustees: Butler, Eckart, Hamper, Westlake

Director Neubauer, Fiscal Officer Williams

Absent and excused: Trustee Skleres, Trustee Avsec (observed via Zoom)

Absent: None

Guests: Dwight Meyer, Emory Moore, Toni Kohler

Public Comments / Announcements / Communications

1. None

Board Announcements.

1. None
2. President Westlake introduced himself to Mr. Moore and (potential board member) Ms. Kohler, and then asked Mr. Moore and Ms. Kohler to introduce themselves. Westlake then asked the ACDL Board members and ACDL staff present to introduce themselves.

Consent Agenda

Eckart moved and Butler seconded motion to approve the Consent Agenda as presented, all Ayes. 2022-54.

Lakeside High School Branch Update

Lakeside High School Branch Manager Dwight Meyer provided the Board with information regarding the Library Branch

- Started at the end of August 2022.
- No Librarian at Lakeside HS since 2014.
- First step was an inventory of the 6,000 – 7,000 items in the library, followed by the “what to keep – what to throw away” decisions, and then what to buy.
- Updated tech equipment.
- Organized the Library in a manner similar to Ashtabula and Geneva.
- Added student helpers.
- The decision has been made to switch from Orange Boy to Patron Point
 1. Director Neubauer thanked Mr. Meyer for doing so much work in four (4) months. Neubauer also mentioned the school district budget for new materials is approximately \$20,000.

Old Business

1. YMCA Update - Neubauer provided the following update:
 - The Y is taking a hiatus until the end of January.
 - ARPA funding will probably not be available for the Y project; the County is now taking the lead on ARPA funding.
 - ACDL needs a dedicated teen space in the Y connector.

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2. Geneva Design Process Update

- Neubauer stated the 2019 design should be changed to have all of the teen space in one contained unit.
- Neubauer stated the plan is to redesign internally before we go back to the architect
- Westlake asked Neubauer to inform the guests present why additional space at Geneva is needed. Neubauer replied we average 70 – 100 middle school students each day after school.

New Business

1. Nominating Committee Report and Election of 2023 Board Officers

- Trustee Eckart stated the Nominating Committee recommended 2022 Officers remain in their same positions in 2023 – Thomas Westlake, President; Carmen Hamper, Vice President; and Irene Skleres, Secretary.
- Upon hearing no other nominations from the floor, Westlake closed the nomination process.

Butler moved and Eckart seconded motion to approve the Nominating Committee's recommendation as presented, all Ayes.
2022-55.

Items Too Late for Agenda

1. Neubauer informed the Board that Eckart's term on the Board ends in May 2023 and that she does not plan to seek to be re-appointed. Neubauer further stated the Board needs to find a replacement with strong public finance skills and/or a significant presence in the Hispanic community.

Executive Session

1. Westlake informed the Board an Executive Session was needed to discuss employee appointment, employment, and compensation, and that the Board may act upon returning
2. to Regular Session.

Eckart moved and Hamper seconded motion to enter into Executive Session at 6:20 PM to discuss employee appointment, employment, and compensation. Upon roll call, all voted Aye.
2022-56.

The Board returned to Regular Session at 6:49 PM.

Fiscal Officer Contract

Board of Trustees of Ashtabula County District Library
Resolution No. 2022 -57

FISCAL OFFICER CONTRACT FOR 2023

Carmen Hamper moved to enter into a contract with Edward R. Williams as Fiscal Officer for 2023 at an hourly rate of \$40.81 for 32 hours per week, including Mr. Williams eligibility to participate in employer provided benefits in the same manner as full-time employees.

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Misty Eckart seconded the motion.

Discussion:

Upon roll call, the following votes were recorded:

| | | |
|-------------------------|-------------------------|---------------------------|
| Avsec _____ | Butler <u>Yes</u> _____ | Eckart <u>Yes</u> _____ |
| Hamper <u>Yes</u> _____ | Skleres _____ | Westlake <u>Yes</u> _____ |

The motion passed.
2022-57.

Hearing no further action, Westlake adjourned the meeting at 6:50 PM.

President

Secretary

Next Board Meeting: **Wednesday January 18, 2023**
5:30 PM
Ashtabula Public Library