RECORD OF PROCEEDINGS

ASHTABULA COUNTY DISTRICT LIBRARY

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The Board of Trustees Regular Meeting was held from 6:30 PM to 7:53 PM electronically via a GoTo virtual meeting hosted by SEO and moderated by Penny Neubauer.

President Butler called the meeting to order at 6:30 PM with the following Trustees, staff and guests present:

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

Absent and excused: None

Absent: None

Guests: Karen Bertholf, Danielle Cook, Tina Conrad, Gillian DiPofi, James McClure, Codi Pilkington,

Ryan Whelpley

Public Comments

1. None

Consent Agenda

Trustee Skleres corrected the minutes to reflect Trustee Avsec moved and Skleres seconded the motion for the Director's contract.

Westlake moved and Eckart seconded motion to approve the Consent Agenda as corrected, all Ayes.

2020-24.

Old Business

- 1. E-Rate Update
 - Fiscal Officer Williams reported a fifth FCC Form 470 e-rate funding application for "hotspots" has been submitted.
- 2. Genealogical Society Partnership Agreement
 - Director Neubauer highlighted the changes to the agreement.

Eckart moved and Skleres seconded motion to approve the Genealogical Society Agreement, all Aves.

2020-25.

- 3. Board of Trustees By-laws Update
 - Avsec reported she has researched on Ohio's Sunshine Law, and she is in the process of
 reviewing possible updates to tighten up the public notice and public meeting aspects of the
 by-laws, and she anticipates further work before submitting proposed updates to the Board.

New Business

- 1. Library Response to COVID-19
 - Neubauer reported the following has been the Library's response to COVID-19:
 - a. Both libraries were closed at noon on March 17, 2020;
 - b. The relevant actions taken by the Board during March 18, 2020 meeting;
 - c. Three (3) full-time positions were eliminated effective April 11, 2020;

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d. A request to offer twenty (20) employees a furlough beginning April 26, 2020. If an employee refuses the furlough they will be laid-off consistent with Board policy effective April 26, 2020 (see Items Too Late for Agenda);

Avsec asked if the Library qualifies for the small business financial support that is a part of the federal COVID-19 relief package. Westlake replied the Library is not because we are considered a local government entity. Westlake acknowledged a lot of thought and effort has been spent on the COVID-19 response, and asked if Social Distancing can be maintained on the Bookmobile. Neubauer responded decisions regarding the Bookmobile need to be made, but not right away. Butler acknowledged this has been a very deliberative process.

2. Restructured Organizational Chart

Westlake moved and Avsec seconded motion to approve the restructured organizational chart as submitted, all Ayes. 2020-26.

3. Extended Causality Pay Request

McCain moved and Eckart seconded motion to extend Causality Pay for all active employees not furloughed or laid-off through June 6, 2020 or the lifting of the Ohio "Stay at Home" order, whichever occurs first. Upon roll call, all voted Aye. 2020-27.

4. Revised Library Hours at Re-opening to the Public

Skleres moved and McCain seconded the motion to authorize the Director to make decisions needed prior to the next Board meeting, including but not limited to, the revised hours if the Library opens before the next Board meeting, all Ayes. Prior to voting, Avsec observed we need to be thinking about a new normal. 2020-28.

Item Too Late for Agenda

1. Furlough Plan (see item 1.d. under New Business)

McClain moved and Westlake seconded motion to contract with TBS as recommended. Upon roll call, all voted Aye. 2020-229.

Hearing no further business, Butler adjourned the meeting at 8:55 PM.

Next Board Meeting: Wednesday, May 20, 2020

Regular Meeting

6:30 PM

Virtual Electronic Meeting

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President	Secretary	