

RECORD OF PROCEEDINGS

ASHTABULA COUNTY DISTRICT LIBRARY

Held: February 12, 2022

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The Board of Trustees Regular Meeting and Retreat was held from 8:30 AM to 11:58 AM at the Lodge at Geneva-on-the-Lake.

President Westlake called the meeting to order at 8:30 AM 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: None

Public Comments / Announcements / Communications

1. None

Board Announcements

1. None

Consent Agenda

**Butler moved and Eckart seconded motion to approve the Consent Agenda, all Ayes.
2022-09.**

Bylaws Changes

**Skleres moved and McCain seconded motion to approve the Bylaws changes as presented, all Ayes.
2022-10.**

State of the Ashtabula County District Library

Director Neubauer provided the attached ACDL Year in Review 2021, and provided the following additional commentary:

1. Digital is growing while video is declining.
2. Self-checkout in Geneva is very popular.
3. 652 documents were notarized in Ashtabula.
4. Meeting room usage rebounded in 2021, but fewer people are attending.
5. Challenges for 2022 include DVD circulation, laptop circulation, foot traffic is down 54% from 2019, teen programming -
 - Teens in Ashtabula are non-existent
 - Same number of teens in Geneva but fewer participating in programs.
6. An MOU for a Community Garden in Geneva will result in 2 raised beds between the west-side of the building and the back driveway, and 8 raised beds on the west-side of the back driveway.
7. ACDL is partnering with the County to have an electric charging station at Ashtabula.
8. The current thinking is to replace the Bookmobile with a "UPS" type vehicle. There is an approximate 2-year waiting period and the current cost is approximately \$200,000.

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9. The 2019 floor plan for the Geneva addition may be too big. We may only need 50% of the additional square footage.
10. Community Center Y Timeline – Neubauer provided the following
 - Conceptual Design in mid-March, +/- 45,000 square foot building.
 - Currently 7 committed partners.
 - Veterans Service Commission may be the 8th.
 - Ashtabula City Offices are considering being a partner. Susan Avsec asked if the space for the partners would be in addition to the 45,000 sq. ft. Neubauer replied yes, and that her main concern is design and siting.
 - Avsec suggested we touch base with County Prosecutor.
 - Thomas Westlake mentioned we should not be in too much of a hurry
 - Neubauer asked the Trustees to develop a bullet-point list of wants (result is attached)

Westlake called for a break at 9:30 AM, and the meeting resumed at 9:45 AM

2022 Permanent Appropriations

Eckart moved and Skleres seconded motion to approve 2022 Permanent Appropriations as presented. Upon roll call, all voted Aye.

2022-11.

10-Year Financial Projections

Williams presented a 10-year projection that included a renewal of the 1.25 mil operating levy, and a 10-year projection that included a replacement of the 10-year operating levy. Avsec, Neubauer, Butler and Hamper all stated they supported placing a 10-year 1.25 Mil Replacement levy on the November 8, 2022 ballot.

Decision on Type of Levy & Millage

Westlake asked the Board what type of levy and the amount of millage they prefer.

1. Avsec, Neubauer, Butler and Hamper all stated they supported placing a 10-year 1.25 Mil Replacement levy on the November 8, 2022 ballot.

Eckart moved and Skleres seconded motion to have the Fiscal Officer draft a resolution for the County Auditor, all Ayes.

2022-12.

Westlake called for a break at 10:20 AM, and the meeting resumed at 10:30 AM.

Levy Planning, Roles, and Assignments

Susan Avsec led the discussion on levy planning, roles and assignments. After discussion, it was decided to have a short campaign (about 60 days before election day), use Courtney Johnson for campaign literature (including signs, mailers, billboards, etc.) graphic design services, and set a budget of \$10,000. The campaign plan, including expenditures, is attached.

