

RECORD OF PROCEEDINGS

ASHTABULA COUNTY DISTRICT LIBRARY

Held: September 21, 2022

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The Board of Trustees Regular Meeting was held from 5:33 PM to 7:05 PM at Ashtabula Public Library

President Westlake called the meeting to order at 5:33 PM with the following Trustees, staff and guests present:

Trustees: Butler, Eckart, Hamper, Skleres, Westlake

Director Neubauer, Fiscal Officer Williams (via ZOOM)

Absent and excused: Trustee Avsec

Absent: Trustee McCain

Guests: Michael Thornton, Ryan Whelpley

Public Comments / Announcements / Communications

1. None

Board Announcements.

1. None.

Consent Agenda

Hamper moved and Eckart seconded motion to approve the Consent Agenda as presented, all Ayes.

2022-40.

Ashtabula Library Update

Branch Manager Ryan Whelpley presented the following update:

- The number of kids participating in Summer Reading is down slightly.
- The number of kids that completed the more tiers was up, especially Grades 3 – 5.
- 118 adult participants, with the winner reading 73 books.
- The kid's winner was from Geneva while the caregiver & me winner was from Ashtabula.
- To date no ROKU devices have been lost.
- The Ashtabula Staff performance would average an A-.

Old Business

1. YMCA Update

- Trustee Hamper informed the Board that the Y is aware of ACDL's "must-haves", that ACDL has concerns regarding the initial floor plan of the Y building, that a long-term lease of the property to build the Y building on is in the best interests of ACDL, and that the Y will need to assume 100% of the cost to connect the Y building to the ACDL building.
- Director Neubauer informed the Board that she asked the Y to have their architect pull the ACDL space out of the Y Building because ACDL intends to build a 3,100 +/- square foot building that the Y will need to connect to.
- Board President Westlake informed the Board that a 3,100 +/- square foot building will cost approximately \$1,750,000 per Rick Ziska.

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- Hamper read the background statement preceding the resolution for the record.

“In 2012, the Ashtabula County District Library Board made a very conscious and forward-looking decision to remain at the current location, rehabilitate the existing 1903 Carnegie structure, and add on to the existing library. This was at the time when Renew Partners LLC was developing the historic Ashtabula Hotel for Signature Health to the south end of the city of Ashtabula. The ACDL Board committed to serve as an anchor to the north for further redevelopment. It purchased the entire Ashtabula High School property when it became available in hopes that it could be developed with a synergetic partner organization that would benefit both, and city redevelopment as a whole. The Ashtabula County District Library Board believes that the proposal from the Ashtabula YMCA to build a new YMCA building connected to the library on that site, which would also host several other community organizations, best fulfills the vision of the Board. As part of the Board’s vision, we believe that it is in the library’s and community’s best interest that we retain title to that property to insure a viable path to serving the communities future needs should the YMCA’s future endeavors cease to be sustaining.”

Carmen Hamper moved that the ACDL Board negotiate and execute a long-term property lease with the Ashtabula YMCA with, at a minimum, the following provisions:

- A 100-year property lease at \$1 per year payable upon signing.
- In return for the property lease, the YMCA will construct a connector between the YMCA’s new building and the Library’s planned addition to attach to the Library’s addition at a place approved by the Library. The YMCA will pay for the construction of the connector and all future maintenance.
- The YMCA will provide adequate directional signage in the YMCA to the Library. The Library will provide directional signage from the Library to the YMCA. This allows both organizations to maintain continuity of signage in their separate facilities. Both parties must jointly approve the signage design.
- The YMCA exterior building design will complement the current library design for which the Library will have consultation rights.
- Responsibility for the maintenance of existing storm water drains and grounds be determined.
- The Library Director will serve as the point person for the Library.
- Legal counsel for both organizations will develop the specific language and provisions of the lease.

Irene Skleres seconded the motion.

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Upon voice vote, all voted Aye.
2022-41.

New Business

1. Close Library Monday, October 10, 2022 for Staff Training Day
Eckart moved and Butler seconded motion to close the libraries on October 10, 2022 for staff training, all Ayes.
2022-42.

2. Appropriation Transfers
Eckart moved and Skleres seconded motion to approve the appropriation transfers as presented. Upon roll call all voted Aye.
2022-43.

3. Renewal of property, casualty, auto, crime and cyber insurance policies
Butler moved and Skleres seconded motion to approve the renewals as presented. Upon roll call, all voted Aye.
2022-44.

4. Updated Organizational Chart

- Neubauer informed the board that the AACSD Branch manager has been added to the Org Chart.

5. Approval of Personnel Policies effective immediately
Skleres moved and Eckart seconded motion to approve the personnel policies as presented, all Ayes.
2022-45.

6. Approval of Personnel Policies effective January 1, 2023
Eckart moved and Skleres seconded motion to approve the policies as presented, all Ayes.
2022-46.

Items Too Late for Agenda

1. Westlake stated that “we all need to step up and take some of the levy campaign burden off Penny’s shoulders.”
2. Hamper informed the Board a Google spreadsheet has been developed and implemented to track the location of all yard signs in one location.
3. Neubauer informed the Board a candidate’s night will be held on October 12, 2022 at the Ashtabula Public Library.

Hearing no further action, Westlake adjourned the meeting at 7:05 PM.

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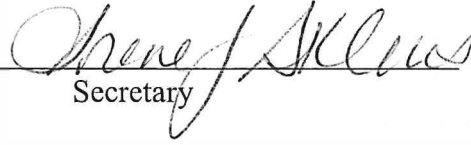
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President



Secretary

Next Board Meeting: **Wednesday October 19, 2022**
5:30 PM
Geneva Public Library