

RECORD OF PROCEEDINGS

ASHTABULA COUNTY DISTRICT LIBRARY

Held: March 22, 2023

Page 1 of 3

The Board of Trustees Regular Meeting was held from 5:30 PM to 6:38 PM at Geneva Public Library

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

Trustees: Avsec, Butler, Eckart, Hamper, Skleres

Director Neubauer, Fiscal Officer Williams, Branch Manager Webster, Tiffany Robbins

Absent and excused: Westlake

Absent: None

Guests: Josephine Misener, Lowell Beaudoin

Public Comments / Announcements / Communications

1. None

Oath of Office

1. Ms. Hamper administered the oath of office for new Trustee Josephine Misener, who was appointed by the County Commissioners to fill the seat vacated by Christopher McCain.

Consent Agenda

- Ms. Avsec remarked it was great Dwight Meyer made a presentation to the Ashtabula Area City School Board.

Eckart moved and Butler seconded motion to approve the Consent Agenda as presented, all Ayes. 2023-13.

Geneva Branch Update

Branch Manager Lauren Webster provided the following update

- An average of 75 students per day are using the library after school;
 - The Geneva Library has partnered with Geneva Area City Schools for enrichment programs, primarily for gifted and talented students;
 - In February a number of school field trips came to the Library for a tour and STEM projects;
 - In March, two (2) Family Stem Nights were held (Grades 3-5 and Grades 6-8);
 - Community Gardens – 10 beds will reopen this year, with the Geneva Library using one of the 10 community garden beds for education purposes;
 - “Seed Libraries” are available at both Ashtabula and Geneva;
 - The Geneva Branch was awarded a \$4,700 LSTA grant for STEM Programming for elementary children, an engineering cart and classroom coding set will be purchased;
 - On 3/21/23 the State Librarian and two (2) other people toured the Geneva Library, the group was impressed with the Library’s partnership with the schools and the availability of free gun locks.
1. Ms. Avsec asked how many participants for the two (2) Family Stem Nights – Webster replied about 20 – 25 students plus 1 or both parents, plus some siblings, for each night.

RECORD OF PROCEEDINGS

ASHTABULA COUNTY DISTRICT LIBRARY

Held: March 22, 2023

Page 2 of 3

Hobbies & Crafts Reference Center Database

Tiffany Robbins demonstrated the Hobbies & Crafts Reference Center database for the Board;

1. Mr. Butler asked if a user needed to be onsite to access the database – Robbins replied no, a user could access the database using their library card number.

Old Business

1. Geneva Project Update
 - Director Neubauer informed the Board Ziska is working on the 2nd version of the design;
 - Neubauer stated going forward hard decisions will need to be made, such as how we are going to pay for the project;
 - Neubauer stated we need to slow down and do some fundraising
 - Fiscal Officer Williams construction costs are estimated to be \$3,700,000 plus FFE and soft costs.

New Business

1. Replace Public Service Policy PS 8.1 - 8.19 with PS 8.11 – 8.13
2. Revise Public Service PS 8.21 – 8.23
 - Neubauer stated the changes are necessary due to changes in the Ohio Revised Code regarding knives.
 - Avsec stated the Operations/Personnel Committee recommends approval.

**Avsec moved and Eckart seconded motion to approve the changes as presented, all Ayes.
2023-14.**

Items Too Late for Agenda

- Neubauer presented a proposed change for Personnel Policy P 5.39. After discussion the consensus was to not take action during this meeting.

Executive Session

**Eckart moved and Avsec seconded motion to enter into Executive Session at 6:18 PM to discuss the employment and compensation of the Library Director. Upon roll call, all voted Aye.
2023-15.**

Vice President Hamper announced Board action is expected after the Board returns to Regular Session.

The Board returned to Regular Session at 6:35 PM.

**Avsec moved and Eckart seconded motion to approve the Director's contract as presented. Upon roll call all voted Aye.
2023-16.**

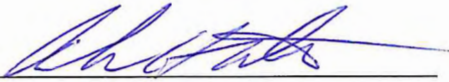
Hearing no further action, Hamper adjourned the meeting at 6:38 PM.

RECORD OF PROCEEDINGS

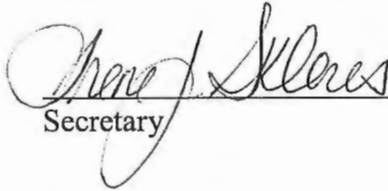
ASHTABULA COUNTY DISTRICT LIBRARY

Held: March 22, 2023

Page 3 of 3



President



Secretary

Next Board Meetings:


**Joint Meeting with the ACDL Foundation Board
Ashtabula Public Library
April 13, 2023**

**Regular Meeting
Ashtabula Public Library
April 19, 2023
5:30 PM**

OATH OF OFFICE

Do you solemnly swear that you will support the Constitution of the United States and the Constitution of the State of Ohio; and that you will faithfully and impartially discharge your duties as a member of the board of trustees of the Ashtabula County District Library, in Ashtabula County, Ohio to the best of your ability, in accordance with the laws now in effect and hereinafter to be enacted, during your term in office?

I do.




Josephine Misener

3-22-23
Date

State of Ohio
County of Ashtabula

Sworn and subscribed before me this 22nd day of March, 2023.



Carmen M. Hamper, Notary Public
My Commission Expires N/A



Carmen M. Hamper
Attorney at Law
Notary Public State of Ohio
My Commission Has No
Expiration Date
Sec. 147.03 RC