



Gather Read Discover Transform

## Board Meeting Agenda – Amended 2

Ashtabula Public Library

Wednesday, December 17, 2025

5:30 p.m.

### Board of Trustees

**Thomas Westlake**  
President  
(5/18/2026)  
Appointment-County  
Commissioners

**Carmen Hamper**  
Vice President  
(5/18/2027)  
Appointment-Judges,  
Court of Common Pleas

**Irene Skleres**  
Secretary  
(5/17/2029)  
Appointment-Judges,  
Court of Common Pleas

**Matthew Butler**  
(5/17/2032)  
Appointment-Judges,  
Court of Common Pleas

**Susan Avsec**  
(5/17/2028)  
Appointment-County  
Commissioners

**Josephine Misener**  
(5/17/2031)  
Appointment-County  
Commissioners

**Antonia Kohler**  
(5/17/2030)  
Appointment-County  
Commissioners

### Administration

**Penny Neubauer**  
Director/  
Deputy Fiscal Officer

**Ed Williams**  
Fiscal Officer

**Karen Bertholf**  
Administrative Assistant

### Open to the Public

Call To Order.....Westlake

**Public Comments/Announcements/Communications**.....Westlake  
*The Board accepts comments, but may not respond to them, preferring instead to consider them at another time. Each person wishing to make comment to the Board shall (a) be given three (3) minutes to speak and (b) shall provide his name and address for inclusion in the official record of the Board. The minutes of the Board will reflect the comments made by members of the public.*

Board Announcements.....Westlake

### Consent Agenda – Board Acceptance and Approval of the Following:

A.	November Board Meeting Minutes	Pages 1-2
B.	Special Board Meeting Minutes	Page 32
C.	Administrative Reports	Pages 3-11
D.	Written Committee Minutes or Reports	
	Executive/Finance/Audit	None
	Facilities/Planning/Development	None
	Operations/Personnel	None
	Nominating	None
	Ad Hoc Geneva Funding	None
E.	Fiscal Officer's Reports	
	E1. Investment Ledger	Page 12 See attached
	E2. Bank Reconciliation	Pages 13-15
	E3. Payment Listings	Pages 16-17
	E4. Fund, Revenue and Appropriation Summary	Pages 18-24
	E5. Monthly Donations	Page 25 See attached
	E6. Income & Revenue and Expense Summaries	Pages 26-27 See attached
	E7. General Fund Revenue & Expenditure Report	Page 28 See attached
	E8. Combining Report	Page 29 See attached
	E9. Interfund Transfers	Page 30 See attached
	E10. Pay Rate Approval	None
	E11. Quarterly Technology Report	None

Are there any items needing corrections or quick clarifications?

Are there any items that should be withdrawn for further discussion?

Motion to Approve the Consent Agenda.....Westlake



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### Old Business

### New Business

1. Resolution to request advance on property tax collection (Page 31).....Williams
2. Nominating Committee Report and Election of 2026 Board Officers.....Westlake
3. Fiscal Office Position.....Westlake

### Items Too Late for Agenda

**Next Board Meeting:** Thursday, January 15, 2026, Ashtabula Public Library, 5:30 p.m.

**Motion to Adjourn**.....Westlake

*"A library is the delivery room for the birth of ideas, a place where history comes to life."*

~ Norman Cousins