

RECORD OF PROCEEDINGS

ASHTABULA COUNTY DISTRICT LIBRARY

Held: February 19, 2026

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The Board of Trustees Regular Meeting was held from 5:32 PM to 7:27 PM at the Ashtabula Library, 4335 Park Avenue, Ashtabula, Ohio 44004

Board President Hamper called the meeting to order at 5:32 PM with the following Trustees, staff and guests present:

Trustees: Avsec, Butler, Hamper, Misener, Skleres, Westlake

Director/Fiscal Officer Neubauer

Absent & Excused: Trustee Kohler

Guests: Karen Bertholf, Administrative Assistant; Michael Thornton, Ashtabula Branch Manager; Ryan Whelpley, Geneva Branch Manager; Patty Fisher, Financial Consultant; Brian Haytcher, Star Beacon Editor; Dawn Richardson, Geneva Circulation Manager; Sybil Cybulski, Youth Services Manager; Mr. Jerry Greenwood

Public Comments / Announcements / Communications

1. Mr. Greenwood would like the library to write a clear explanation to the community about what's actually happening with the library and its finances in order to seek community support in this crunch time. Trustee Hamper said that until we have a better understanding of what's happened from the State Auditor, we can't make a statement. But once we have that, the library will be fully transparent. Director Neubauer also mentioned that if something was released now it could create a liability issue.

Board Announcements

1. None.

Consent Agenda

Trustee Avsec asked for a correction to the Finance Committee minutes of February 11, 2026, to read "Patty is amending the 2025 (not 2026) Tax Budget which will be presented at the February board meeting."

Butler moved to approve the February Consent Agenda with correction noted. Westlake seconded. Upon roll call, all voted Aye. The motion passed 6-0.

2026-13

Old Business

1. Conflict of Interest & Ethics Statements
 - Board members signed the Conflict of Interest & Ethics statements.
2. Dissolution of Library Levy Fund
 - Trustee Hamper spoke to Misty Eckart and since the Library Levy Committee is no longer active, the Levy Committee has been dissolved and the remaining funds donated to the ACDL Foundation.

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New Business

1. Fiscal Officer Update/Reports

- Patty Fisher explained each finance report presented in the board packet. Ms. Fisher asked for a board motion on two reports in order to get them to the County Auditor as quickly as possible to close out 2025.

Avsec motioned to approve the *Certificate of the Total Amount from All Sources Available for Expenditures and Balances for 2025* report with year-end totals and balances amended.

Misener seconded. Upon roll call, all voted Aye. Motion passed 6-0.

2026-14

Skleres motioned to approve the amended 2025 *Financial Worksheet* distributed at this meeting. Misener seconded. Upon roll call, all voted Aye. Motion passed 6-0.

2026-15

- Hamper requested a motion be made to approve the corrected financial reports that were originally presented at the December 2025 Board meeting.

Butler made the motion and Westlake seconded. Upon roll call, all voted Aye. Motion passed 6-0.

Motion 2026-16

2. Finance Committee Meeting Update

- Trustee Avsec and Fiscal Officer Neubauer provided the following updates:
 - Finance Committee met on February 11 with Director/Fiscal Officer Neubauer and Consultant Patty Fisher and received an update on the present state of affairs.
 - Finance Committee again met on February 17 with Neubauer and Fisher and was updated on how things were progressing and how much in debt and in arrears with unpaid bills.
 - Fiscal Officer Neubauer has been in contact with our health insurance provider. Currently looking at what's been paid versus what's still owed in 2025. Once this has been determined, the library can set a payment plan to hopefully be paid by December 2026.
 - The Finance Committee is looking at getting to April at which time the library should get their tax advance. But until April, there will need to be staffing cuts. Director Neubauer will be implementing the first option of furloughing staff and cutting full-time hours. The second option, if needed, would be bare-bones cuts. After April, will look to see where finances are and make cuts going forward as needed.
 - Fiscal Officer Neubauer reported that the library has received around \$70,000 in support already from the community (R.S. Morrison Foundation, Carnegie

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Corporation, ACDL Foundation, Geneva Friends, Ashtabula County Genealogical Society).

- Trustee Butler said without the support from the community ACDL would be in a much worse place.
- Neubauer mentioned that if the sale of the property west of the Ashtabula Library goes through, there will be an additional \$375,000 windfall.

3. Resolution Authorizing Interfund Borrowing

- President Hamper mentioned that the board previously voted to approve this transfer and this is the formal approval.
- Director/Fiscal Officer Neubauer contacted the State Auditor and they do not have issue with paying the funds back by the December 2028 date, or sooner.

Westlake made the motion to approve the Resolution Authorizing Interfund Borrowing.

Skleres seconded. Upon roll call, all voted Aye. Motion passed 6-0.

Motion 2026-17

4. Geneva Roofing Issues

- Director Neubauer reported that there are roof leaks in the new addition in the hallway by the restrooms and another leak in the older building in the adult non-fiction area. The roofer is coming Friday for remediation.

Items Too Late for Agenda

1. President Hamper asked that board members take the online Sunshine Laws training offered by the Ohio Attorney General to make sure the library is complying with everything we need to. Hamper mentioned that this would have been a focus during the February retreat. A retreat is hopefully still going to happen later in the year.
2. Director Neubauer commented that Trustee Westlake will be going off the board in May and this position will need to be filled.
3. Director Neubauer will send an email to all staff this evening regarding staffing cuts that take effect March 1.

Executive Session

1. Hamper stated that the Board intends no action after returning from Executive Session.

Butler motioned to go into Executive Session to discuss personnel appointment, employment, and compensation. Westlake seconded. Upon roll call, all voted Aye. The motion passed 6-0.

2026-18

The Board entered Executive Session at 6:23 PM.

The Board returned from Executive Session at 7:27 PM.

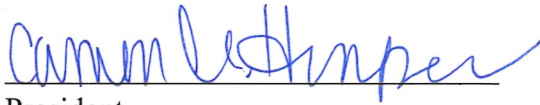
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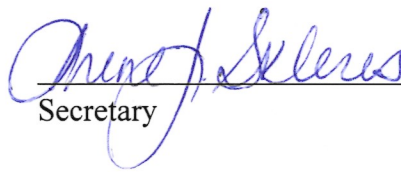
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Hearing no further action, Hamper adjourned the meeting at 7:27 PM.



President



Secretary

Next Board Meeting: Regular Meeting
March 19, 2026
Geneva Public Library
860 Sherman Street
5:30 PM