

RECORD OF PROCEEDINGS

ASHTABULA COUNTY DISTRICT LIBRARY

Held: February 22, 2025

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

Board President Westlake called the meeting to order at 8:30 AM with the following Trustees, staff and guests present:

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

Director Neubauer, Fiscal Officer Williams

Absent and excused: None

Absent: None

Guests: Michael Thornton and Ryan Whelpley

Public Comments / Announcements / Communications

1. None

Board Announcements

1. President Westlake welcomed Ashtabula Branch Manager Thornton and Geneva Branch Manager Whelpley, and thanked them for their attendance and expected participation during the meeting.

Consent Agenda

Skleres moved and Butler seconded motion to approve the Consent Agenda as presented, all Ayes. 2025-05.

Permanent Appropriations

- Fiscal Officer Williams briefly reviewed the proposed 2025 permanent appropriations.
- Trustee Avsec informed the Board the Finance Committee reviewed the proposed permanent appropriations and they recommended passage.

Skleres moved and Hamper seconded motion to approve 2025 Permanent Appropriations as presented. Upon roll call, all voted Aye. 2025-06.

2024 Year in Review

1. Director Neubauer provided the following summary of the 2024 Year in Review
 - Overall circulation increased 7%, even with the construction-related decrease at Geneva;
 - Total Overdrive circulation approximately equals Geneva's total circulation;
 - The increases in program participation are primarily due to the Bookmobile and Lakeside High School; and
 - 10-12 ACDL personnel are involved in material purchasing.

Trustee Hamper commented that ACDL is often the first library in the County to have titles available on Overdrive.

Westlake commented that his wife's book club was able to get a book from the Geneva Library before it was available electronically.

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Bylaws Review

1. Avsec asked if the committee quorum includes the board president?
2. Westlake replied yes, and asked if the Bylaws should be amended as such?
3. Neubauer commented it would be a good idea;
4. Westlake commented that once electronic voting is once again authorized, the Operations/Personnel Committee will update the policy, as well as converting to gender-neutral language when necessary.

Self-Review

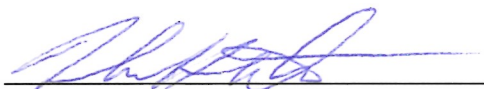
1. Westlake encourages board members to complete the self-review without delay.

The Board took a break from 9:33 AM – 9:45 AM.

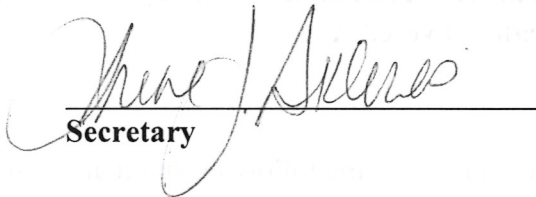
Comprehensive Plan

1. Westlake started the discussion with the statement “In 2027, we are going to need to hire a new Director”.
2. After much discussion and sharing of ideas, the following goals were established:
 - Over the next 18 - 24 months develop and implement a comprehensive plan to assist in improved literacy rates, including digital literacy and critical thinking.
 - Facility and Site usage.
 - Strengthen and expand community partnerships with groups throughout the county.
 - Reduce barriers to community usage of and participation in library programming.
 - Review policies as needed, at least every two (2) years.

Hearing no further action, Westlake adjourned the meeting at 11:30 AM.



President



Secretary

Next Board Meetings:

Regular Meeting
Geneva Public Library
March 19, 2025
5:30 PM