

# RECORD OF PROCEEDINGS

## ASHTABULA COUNTY DISTRICT LIBRARY

Held: July 16, 2025

Page 1 of 2

The Board of Trustees Regular Meeting was held from 5:30 PM to 6:19 PM at Geneva Public Library, 860 Sherman St., Geneva, Ohio 44041.

Board President Westlake called the meeting to order at 5:30 PM with the following Trustees, staff and guests present:

Trustees: Butler, Hamper, Kohler, Misener, Westlake

Fiscal Officer Williams

Absent and excused: Director Neubauer

Absent: Trustees Avsec and Skleres

Guests: Ryan Whelpley, Lowell Beaudoin

### **Public Comments / Announcements / Communications**

1. Lowell Beaudoin

- Jim McClure is an exemplary employee, but he was not permitted to adjust the A/C.
- Refreshments were moved to a new area which required an escort. Board President Westlake replied the area is currently not open to the public, but will be opened soon.

### **Board Announcements**

1. None

### **Consent Agenda**

**Butler moved and Misener seconded motion to approve the May Consent Agenda as presented. Upon roll call, all voted Aye. The motion passed 5-0. 2025-26.**

### **Geneva / Outreach Services Update**

1. Geneva Branch Manager Ryan Whelpley provided the following update:

- The Bookmobile staff are working well together., and both are now recognized in the community. The Front Desk staff is also working well.
- Thanked the Board for approving the expanded staff, including the one (1) remaining part-time position remaining to be filled.
- The new Makerspace manager, Bailey Brotz, is a great addition to the Geneva team.
- Thanked Penny Neubauer and Josh Roderick for going above and beyond to get the addition ready for the public.
- Youth Services has been seeing some record program attendance.
- The migration to Microsoft 365 is complete.

### **Old Business**

1. None.

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Page 2 of 2

## New Business

### 1. Cleaning Contracts

**Hamper moved and Butler seconded motion to approve the cleaning contracts with Rags, Brooms and Mops, Inc. as presented. Upon roll call, all voted Aye. The motion passed 5-0. 2025-27.**

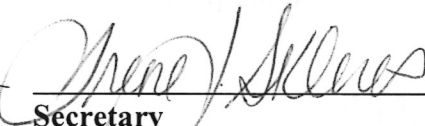
### 2. Comprehensive Plan

Westlake distributed a matrix for the discussion of the Comprehensive Plan, and asked the Board Committees begun working on the items that fall under their areas.

- Fiscal Officer Williams expressed the opinion that Board President Westlake and Library Administration, and Director Neubauer in particular, have worked very hard on the Geneva Addition and need a “breather” for a couple of years before undertaking the next big project.
- Williams also expressed that the change in PLF funding, which looks to be a 5% reduction in funding for July 2025 – June 2026, makes our funding future cloudy.
- Williams also expressed that the Board should hold off planning any significant changes to Ashtabula until the future of the proposed VA Clinic is known.
- Williams also expressed concern about the ongoing cost of materials for the Makerspace, and whether or not a price schedule will be implemented for supplies used individual patrons. Trustee Butler stated he did not want the price of material to become a deterrent to patron use.

**Hearing no further action, Westlake adjourned the meeting at 6:19 PM.**

  
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President

  
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Secretary

## Next Board Meetings:

### Regular Meeting

**August 20, 2025**

**Ashtabula Public Library**

**4335 Park Ave., Ashtabula OH**

**5:30 PM**