

RECORD OF PROCEEDINGS

ASHTABULA COUNTY DISTRICT LIBRARY

Held: March 19, 2025

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The Board of Trustees Regular Meeting was held from 5:30 PM to 7:25 PM at Geneva Public Library, 860 Sherman Street, Geneva Ohio 44041.

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

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

Director Neubauer, Fiscal Officer Williams

Absent and excused: Trustee Skleres

Absent: None

Guests: Ryan Whelpley (Geneva Branch Manager), Lowell Beaudoin, Hannah Poploske.

Public Comments / Announcements / Communications

1. Mr. Beaudoin questioned whether the drainage line that runs along the north side of the property from the rear retention basin has been disturbed by the construction. Mr. Westlake assured him the drainage line was intact and undamaged.
2. Hannah Poploske gave each board member a sealed envelope that contained (in her words) a letter explaining why she recently resigned her position (without notice).

Board Announcements

1. Trustee Westlake informed the Board that Trustee Skleres' mother passed away.

Consent Agenda

Kohler moved and Hamper seconded motion to approve the Consent Agenda as presented, all Ayes.

2025-07.

Old Business

1. Board Self-Evaluation
 - Westlake stated the Board Self-Evaluation was accepted as presented.
2. Comprehensive Plan
 - Westlake stated that Director Neubauer will organize the plan and he would set the timeline.
 - Trustee Avsec offered to convert the draft to an Excel spreadsheet to facilitate working on and analysis of the plan.

3. Board By-Laws

Avsec moved and Butler seconded motion to approve Board By-Laws as presented, all Ayes.

2025-08.

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New Business

1. Request for the Use of Library grounds in Ashtabula

Kohler moved and Hamper seconded motion to approve the request as presented, all Ayes. 2025-09.

Items Too Late for Agenda

1. Neubauer informed the Board the Grand Opening for the Geneva Public Library will be August 17, 2025 from 2:00 PM – 4:00 PM.
2. Neubauer informed the Board that SEO is now purging fines & fees that are five (5) years old or older. ACDL's outstanding fines & fees from 2019 are approximately \$25,000.

Executive Session

1. Westlake stated that the Board intends to take action after returning from Executive Session.

Hamper moved and Misener seconded motion to enter into Executive Session to discuss employee appointment, employment, and compensation. Upon roll call, all voted Aye. 2025-10.

The Board entered Executive Session at 6:17 PM

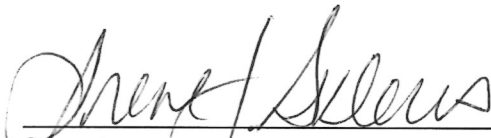
The Board returned from Executive Session at 7:16 PM

2. Upon returning to Regular Session, the Board discussed the challenges the Library has faced and commended Director Neubauer for her leadership. The Board also encouraged Ms. Neubauer to pay attention to self-care.

Misener moved and Hamper seconded motion to approve the Addendum to the Director's 2023 contract as presented. Upon roll call, all voted Aye. 2025-11.

Hearing no further action, Westlake adjourned the meeting at 7:25 PM.


President


Secretary

Next Board Meetings:

**Regular Meeting
April 16, 2025
Ashtabula Public Library
4335 Park Ave, Ashtabula OH
5:30 PM**