

Minutes of Regular Board Meeting
February 17, 2026

The Geauga County Public Library Board of Trustees met in regular session on Tuesday, February 17, 2026, at the Administrative Center.

Call to order and roll call: President Crist Miller called the board meeting to order at 4:00 P.M. and the roll call was conducted.

Present: Kristen Brickman, Karen Delano, Josh Hutchinson, Crist Miller, Paul Newman, Kate Pitrone
Kris Carroll – Director, Lisa Havlin - Fiscal Officer, Katy Farrell – Assistant Director

Also Present: Mary Balog, Nicole Burnside, Rachael Hartman, Dani Hollar, Denise Javins, John Johnston, Judy Lasco, Erika Noark, Marlene Pelyhes, Mike Pope, Debbie Schrock

Geauga Library Foundation Board Members – Bill Jackson, Marcia Owen, Sue Atkinson

Cramer & Associates Representatives – Dawn Robinson, Lexi Cramer

Bostwick Design representatives – Robert Bostwick, Rick Ortmeyer, Meagan Dutczak, Emily Carr

Regency Construction representatives – Scott Wagner, Krista Smith

Oath of Office

Notary Debbie Schrock administered the oath of office to Secretary Kristen Brickman.

Approval of Minutes:

Exhibit 02/26/A

The minutes of the January organizational and regular board meetings were approved as presented upon motion by Josh Hutchinson and seconded by Paul Newman.

The motion passed.

Communications:

None

Agenda:

Exhibit 02/26/B

Kate Pitrone made a motion, seconded by Kristen Brickman, to approve the agenda as presented in the board packet.

The motion passed.

Cramer and Associates Presentation

Exhibit 02/26/C

Representatives from Cramer and Associates shared results from the recently completed capital campaign feasibility study. The majority of respondents were supportive of the new Chardon branch project and felt that a \$2 million campaign was feasible.

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Bostwick Presentation

Representatives from Bostwick Design shared the most recent exterior and interior renderings for the new Chardon Branch. Bostwick will be presenting the design at the Chardon Planning Commission on February 24, 2026. This preliminary presentation will be followed by a more in-depth discussion at the March 24, 2026 commission meeting.

Fiscal Officer's Report:

Exhibit 02/26/D

Approval of Disbursements and Gifts

Exhibit 02/26/E

Josh Hutchinson made a motion, seconded by Paul Newman, to approve the Fiscal Officer's Report including January disbursements and gifts as presented in the board packet. The motion passed.

Ayes: Brickman, Delano, Hutchinson, Miller, Newman, Pitrone
Nays: None

Approval to Open Investment Account

Josh Hutchinson made a motion, seconded by Kate Pitrone, to approve the opening of a new Star Ohio investment account to receive remaining proceeds of the 2018 bond issue currently held in an FNB Investments account. The FNB account to be closed after all funds are moved to the new account.

The motion passed.

Ayes: Brickman, Delano, Hutchinson, Miller, Newman, Pitrone
Nays: None

Updated Certificate of Estimated Resources

Fiscal Officer, Lisa Havlin shared to changes to the estimated resources as approved by the County Budget Commission.

Director's Report:

Exhibit 02/26/F

Josh Hutchinson made a motion, seconded by Paul Newman, to approve the tuition reimbursement request as presented in the board packet. The motion passed.

Mark Dubovec	MLIS
Kent State University	\$1479.50
LIS 60099-002	Master's Portfolio in Library & Information Science
LIS 60614-001	Collection Management in Libraries
LIS 60401-001	Leadership in Libraries & Information Centers

Ayes: Brickman, Brickman, Delano, Hutchinson, Miller, Newman, Pitrone
Nays: None

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Kris shared that she attended a working group session with the Geauga County superintendents to review issues related to the proposed changes to property tax collection. The meeting was streamed by GTV. GTV will also be streaming The Property Tax Education Forum which is scheduled for February 25 at the Bainbridge Branch.

Kris also reported significant facilities challenges in the past month, including multiple HVAC issues and front door issues at Geauga West. The IT department is also working on several projects including new copiers and a new phone system.

There were no additions to the Director's written report.

Assistant Director's Report:

Exhibit 02/26/G

From her report, Katy highlighted the successful Valentines for Seniors program and noted the increased participation which allowed the library to provide valentines for additional facilities. The program also was mentioned in an article in the recent Maple Leaf newspaper.

Human Resources Report:

Exhibit 02/26/H

Human Resource Actions

Exhibit 0226/I

Kate Pitrone made a motion, seconded by Paul Newman, to approve the Human Resource Actions as presented in the board packet.

The motion passed.

Ayes: Brickman, Delano, Hutchinson, Miller, Newman, Pitrone

Nays: None

Local Manager's Report:

Communications and Marketing Manager Denise Javins share the new Lines and Links newsletter with the board. This is the first issue with the new format that will be distributed four times a year and also introduced rolling registration. This issue was produced entirely in-house.

Denise also shared a 2025 Marketing Review with the board highlighting the department's accomplishments.

Committee Reports:

None

Unfinished Business:

None

New Business:

Approval of Updates to Organizational Chart

Exhibit 02/26/J

Josh Hutchinson made a motion, seconded by Kate Pitrone, to approve the updates to the Mobile Services Organizational Chart. The change moves one 20-hour driver position to a 20-hour Mobile Services Assistant position.

Ayes: Brickman, Delano, Hutchinson, Miller, Newman, Pitrone

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Nays: None

Board Development:

Exhibit 02/26/K

Kris distributed a flyer advertising the upcoming Property Tax information meetings. The meetings are co-sponsored by the Library, the League of Women Voters, and the County Auditor's Office.

Foundation Report:

Exhibit 02/26/L

Debbie Schrock reminded the board that the Foundation's Mini Golf event is less than a month away. The Foundation will also have a table at Kenston's upcoming pancake breakfasts.

Comments From the Public

None

Executive Session

Josh Hutchinson made a motion, seconded by Kate Pitrone, to move to executive session to discuss the sale or purchase of property.

The motion passed and the board moved to executive session at 4:41 pm.

The board returned to regular session at 4:59 pm.

Adjournment

Kate Pitrone made a motion, seconded by Kristen Brickman, to adjourn the meeting. The motion passed and the meeting adjourned at 5:00 pm.

Crist Miller, President

Kristen Brickman, Secretary