

Minutes of Regular Board Meeting
March 17, 2026

The Geauga County Public Library Board of Trustees met in regular session on Tuesday, March 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, Denise Javins, John Johnston, Judy Lasco, Erika Noark, Marlene Pelyhes, Mike Pope, Debbie Schrock

Approval of Minutes: Exhibit 03/26/A
The minutes of the February regular board meeting were approved as presented upon motion by Paul Newman and seconded by Kristen Brickman.
The motion passed.

Communications: Exhibit 03/26/B
There were no additions to the communications included in the board packet.

Agenda: Exhibit 03/26/C
Paul Newman made a motion, seconded by Kate Pitrone, to approve the agenda as presented in the board packet.
The motion passed.

Fiscal Officer's Report: Exhibit 03/26/D
Approval of Disbursements and Gifts Exhibit 03/26/E
Kate Pitrone made a motion, seconded by Josh Hutchinson, to approve the Fiscal Officer's Report including February disbursements and gifts as presented in the board packet.
The motion passed.

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

2025 Financial Statements

Fiscal Officer, Lisa Havlin shared that the 2025 Financial Statements had been completed and filed with the state. A copy was emailed to Finance Committee members.

Director's Report: Exhibit 03/26/F
Kris reported that two tax education programs had been well attended. One program remains to be held at the Middlefield Branch. The programs are a collaboration between the Library, The League of Women Voters and the county auditor.

Kris also introduced Krista Smith of Regency Construction who reported that Bostwick Design is moving forward with Construction Documents for the new Chardon Branch. The change in timing from the March to April Planning Commission meeting should not impact the project timeline unless substantial site revisions are required before approval.

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

Assistant Director's Report:

Exhibit 03/26/G

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

Human Resources Report:

Exhibit 03/26/H

Human Resource Actions

Exhibit 03/26/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:

Technical Services Manager, Marlene Pelyhes shared two new initiatives with the board. A memory care collection has been added to address the updated strategic plan initiative for the library to become a dementia-inclusive library.

Marlene also shared a refresh of the Autoholds program which started over 20 years ago. The Autoholds program allows patrons to choose favorite authors and Technical Services staff order books and place holds for the patrons, so they automatically receive new books by these preferred authors. Technical Services staff added new authors to the list and removed authors that are no longer publishing.

Committee Reports:

None

Unfinished Business:

None

New Business:

Approval of the Recommendation to Reappoint Trustee Crist Miller
03/26/J

Exhibit

Josh Hutchinson made a motion, seconded by Kate Pitrone, to approve the recommendation to reappoint Crist Miller and to authorize Director, Kris Carroll to communicate the recommendation to county commissioners

Ayes: Brickman, Delano, Hutchinson, Newman, Pitrone

Abstain: Miller

Nays: None

Approval to Close on October 16, 2026

Paul Neman made a motion, seconded by Josh Hutchinson, to approve the closing of all library branches to the public on October 16, 2026, to allow staff to attend Staff Development Day.

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

Nays: None

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Approval of Updates to Operating Policy 970

Exhibit 03/26/K

Kate Pitrone made a motion, seconded by Karen Delano, to approve the updates to Operating Policy 970, Petitions, Survey, and Polling Places. After a brief discussion of why the change was requested, a roll call vote was taken.

The motion failed.

Ayes: Brickman, Delano, Miller

Nays: Hutchinson, Newman, Pitrone

Approval of Geauga Mechanical Preventative Maintenance Contract

Exhibit 03/26/L

Kate Pitrone made a motion, seconded by Paul Newman, to approve the Geauga Mechanical preventative maintenance contracts as presented in the board packet.

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

Nays: None

Board Development:

None

Foundation Report:

Exhibit 03/26/M

Approval of the 2026 Foundation/GCPL MOU

Exhibit 03/26/N

Kate Pitrone made a motion, seconded by Paul Newman, to approve the 2026 Foundation Memorandum of Understanding as presented in the board packet.

The motion passed.

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

Nays: None

Debbie Schrock reported that the mini-golf events went well with 183 attendees at the family event.

Comments From the Public

None

Adjournment

Josh Hutchinson made a motion, seconded by Paul Newman, to adjourn the meeting. The motion passed and the meeting adjourned at 4:18 pm.

Crist Miller, President

Kristen Brickman, Secretary