

Dewitt Community Library Minutes December 20, 2013

Wendy Ressler called meeting to Order at 5:33 p.m.

Present: W. Ressler, M. Keib Smith, S. Schultz, S. Lux, J. Modesti, E. Ryan, J. Chamberlain, J. Millar, C. Austin, R. Young, S. Schroeder, L. Wasylenko, Miesje Havens

Absent: S. Katzoff, and C. Gantos

Also Present: Wendy Scott

The minutes for the November meeting were not discussed; they will be addressed at the next meeting.

Wendy Scott – Director’s Report Wendy reported that she has a discussion with the newly elected Town of Dewitt Councilwoman, Kerin J. Rigney, who will be the liaison to the two libraries and that she will be trying to attend our meetings. Also, Wendy stated that the audit is going well. There are no issues that have been brought to her attention. It was suggested that we update our IRS form 990 to expand our information. Recently County Executive Joannie Mahoney came out against the out of service fee. It was originally to go into effect on January 2, 2014. At this point it will not go forward until the OCPL Board has had a chance to address. Wendy noted that many user surveys have been completed and the Library will continue to accept surveys until the end of January. She encouraged all board members to complete one. She also reported that there has been some discussion of creating a Strider club for mall walkers.

Treasurer’s Report- by Carl Austin– report attached. C. Austin described the budget situation for November and explained why there are certain expenditures shown on the report. This is a time that the Library needs to pay the final bills for materials and books that have been ordered or to finalize payment on standing or continuing orders. In addition, the library purchases many replacement items at this time of year. The report reflects these expenditures. Generally, we are in good financial shape and the revenue is over the amount budgeted.

Committee Reports:

Nominating Committee - by J. Chamberlain. Committee has names of nominated people to serve as Trustees and is working on a list of officers for next year. She announced the Trustee candidates names, Nana Ross, Nina Brown, Irene Scruton, Steve Schroeder, Lydia Wasylenko and Miesje Havens.

By-Laws Committee – by E. Ryan – The by-laws have been edited and reviewed. The committee will have something for the Board to review at the next meeting.

Facilities Committee – by R. Young. S. Lux made a motion that the Board go into Executive Session to discuss a land deal we are working on and it was seconded by J. Modesti. The motion passed unanimously. Thereafter, S. Lux made a motion to come out of Executive

Session and J. Modesti seconded the motion. The vote was unanimous in favor of the motion. Rosalie discussed the RFQ (request for qualifications for possible architects) that was drafted and circulated. She asked Board members to give her names and addresses for anyone that we think should be included in the mailing of the RFQ. After some discussion, S. Schroeder made a motion to authorize the Facilities Committee to edit, amend and mail the RFQ to prospective parties. S. Lux seconded the motion. The motion was unanimously carried.

Strategic Planning Committee – The committee has a meeting scheduled for early January and at the meeting the Committee will be finalizing the draft of the Strategic Plan that it will present to the Board at the January meeting.

Friends Report: by J. Chamberlain – Daryl will be completing her term as the President of the Friends Board. Larry Hoefler will be the new President.

Unfinished Business: Code of Ethics. A proposed code of ethics was circulated for Board discussion. It was explained that the code of ethics document does not require the signatures of each Trustee, however, once it is passed by the Board all will be obligated to follow it. There was some discussion. S. Lux made a motion to approve the Code of Ethics with the removal of the passage that addresses the Trustees speech in a public setting. J. Modesti seconded the motion. The motion was passed with 10 votes in favor and three against. (Those against, J. Millar, W. Ressler and S. Schultz).

Correspondence. We received a thank you note from James Cody of the V.A. Health Care Center at Upstate for the books and other materials that were donated. Also, Senator Charles Schumer sent a letter thanking Wendy Scott and enclosed a calendar for the year 2014.

S. Schultz moved to adjourn at 6:52: R. Young seconded the motion. The motion was unanimously carried. Meeting adjourned at 7:27 p.m.

These minutes are presented in draft form and will be presented at the January, 2013 meeting for approval.

Respectfully Submitted,

Mary Keib Smith