

Dewitt Community Library Board Meeting Minutes February 28, 2012

The meeting was called to order Wendy Ressler, Board President at 6pm.

Present: Carl Austin, Joanne Chamberlain, John Evans, Mary Keib Smith, Steve Lux, John Millar, Julian Modesti, Wendy Ressler, Elaine Ryan, Sybil Schultz, Andrew Ursino

Absent: Christene Gantos, Susan Katzoff, Barb McClure, Rosalie Young

Guests: Daryl Gonchoroff, Carol Youngs

Motion to defer approval of January 2013 minutes until the next meeting was made by Steve Lux, second Julian Modesti, passed unanimously.

Treasurer's Report: Elaine Ryan presented the report which is attached. Finance committee approved the audit. Carl Austin - This year statements in the audit were done comparatively to last year.

Motion to approve the 2012 DCL audit was made by Elaine Ryan and seconded by Joanne Chamberlain, passed unanimously.

The audit recommendations letter will be reviewed at the next board meeting.

Director's Report:

Wendy Scott shared that a spreadsheet will be sent out summarizing community appointments in advance of this year's May 21, 7a-9p budget vote, which will be held in the Jamesville DeWitt High School gym. Board members are invited to attend these community forums.

- DCL Budget presentations have been scheduled with area organizations and PTGs. In these meetings, the Executive Director and members of the Board, present the proposed annual budget and describe the library's services and programs. A spreadsheet was emailed to trustees under separate cover. All trustees are welcome to attend these meetings.
- Library Budget Proposition vote will be held in the JD High School Gym, Tuesday May 21, from 7am – 9pm.
- A digital security camera was purchased and installed to view the Children's Room from the Reference Desk and a notice of surveillance was posted beneath the camera.
- A Children's Room Reference schedule for 10 hours per week was implemented on 2/1/2013. Although the hours are not optimal because of limited staff resources, this service will provide better service to children and their parents and add a level of security.
- DCL is working with Liverpool Library on consortia purchasing of the 3 M Cloud Library (e-books).
- This alternative service to Overdrive would provide more content and easier downloading. Wendy hopes to hear more by April, 2013.
- Spring Books & Brownies Sale scheduled for April 5 & 6, from 10am – 4pm (with Friends of the DCL).
- Senior Fair October 25, 10a-2p, coordinating with ShoppingTown Mall marketing. Mutual of Omaha expected to be corporate sponsor again this year (\$1000).
- April 5 & 6 Spring Booksale and Brownies – board members encouraged to stop in. Book donations in good condition, specifically popular fiction, cooking and history, are welcomed.

Facilities: Wendy Ressler reported for Rosalie Young that there would be a Facilities Committee meeting on Thursday, March 7 at 5:15 and requested that anyone planning to attend notify Rosalie.

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Nominating Committee: With no nominations from the floor and none dissenting the following are the newly-elected officers:

President: Wendy Ressler

Vice President: Elaine Ryan

Treasurer: Carl Austin

Secretary: Susan Katzoff with Joanne Chamberlain assisting as needed

Fundraising: Joanne Chamberlain reported on the annual fund drive which collected in excess of \$15,206 thus far, exceeding the \$13,000 goal.

Personnel Committee: Sybil Schultz reported
Library Director's evaluation will be sent to Wendy Scott; evaluation expected to take place fall 2013.

Old Business: Reminder Library Trustee Conference in Buffalo, NY May 4-5, 2013

New Business:

- Date for New Trustee Orientation (existing board invited as well) will be announced by email.
- 2013 Legislative Advocacy Day will be held in Albany, NY on March 5, 2013, a hand-out was distributed.
- Wendy Ressler handed out a packet of materials with reply envelope for board committee preference indication.
- There will be a LTA Trustee Institute in Buffalo, NY on May 3rd & 4th. Visit <http://www.trustees.org/> for more information.

Unfinished Business:

Julian Modesti introduced the concept of hiring a consultant to help facilitate new library decision making. It is thought that a consultant could provide the following services:

- Assist with decision on buying vs. leasing
- Fundraising
- Building costs
- Space planning
- Future use projections
- Site selection analysis
- Public presentations

Motion: Julian Modesti to follow up and identify 3-5 companies willing to present proposals to the board. To facilitate, Modesti will disseminate Request for Proposal (RFP) first draft language for discussion at a future board meeting, motion seconded by Joanne Chamberlain, all in favor.

Friends of the Library: reported by Daryl Gonchoroff

Selling baked goods April 5 & 6 at the Library's booksale. A special fundraising event along the vein of the TV program "Antiques Roadshow" will take place in the mall on Saturday, April 13, 10a-1p; refreshments will be served. May 18, the Annual Tea, and the Friends largest fundraiser of the year will feature a talk on the crafting/history of beer in CNY.

Motion to adjourn was made by Steven Lux and seconded by Sybil Schultz. Approved unanimously and the meeting was adjourned at 7:40 pm.

Respectfully submitted by Carol Youngs, Executive Assistant ###