

Dewitt Community Library Board Meeting Minutes

June 23, 2014

Present: Steve Lux, John Millar, Christene Gantos, Julian Modesti, Mary Keib Smith, Sybil Schultz, Irene Scruton, Nana Ross, Meisje Havens, Wendy Ressler, Nina Brown, Lydia Waslyenko

Excused: Carl Austin, Steve Schroeder, Rosalie Young

Absent : None

Also Present: Wendy Scott

Meeting called to Order at 5:33 p.m. by Steve Lux

Approval of minutes from May 2014. Revisions to me made and will be submitted for approval at the July 2014 meeting.

Treasurer's Report: Steve Lux – report attached. Carl had to be excused from meeting. Carl did review the financials for the 4 firms that submitted RFP's and reported to John Millar of facilities committee. Further report at facilities committee portion of meeting.

Director's Report: Wendy Scott, See attached report.

Wendy in the process of getting a quote and seek approval of board to get Hoopla streaming video. There have been patron requests for this service.

Review of MEMO handed to Board members re: NYS library construction grant. See attached memo.

Launched online book clubs to patrons, moderated by library staff. There are 4 adult and 1 children's club.

Summer reading program kicks-off June 30th. Now online registration and reporting. Added programs for teens.

Grants awarded:

- DCL Friends Grant of \$2,935 to support summer programming
- Defrancisco Cultural Programming Grant for \$400 to support a summer production of "Alice in Wonderland". This is a collaborative grant project with Lafayette and Baldwinsville Public Libraries.

Senior fair Oct 24 10-2. Carrie Lazarus from Channel 9 keynote speaker.

Irene suggests program participation stats be included in directors report.

Committee Reports:

- Facilities - John Millar
 - Still awaiting wetlands report of property. There are wetlands on a corner of the property. Will cost between \$2,000 and \$3,000 for full wetlands delineation and will be included with the survey to avoid remediation.
 - Wendy S. investigating projected operational costs of new facility. See attached handout. Julian moved that the finance committee be empowered to evaluate and recommend financing options and grants for the construction of the new building. Mary seconded the motion. Discussion invited. Board voted unanimously in favor.
 - John is meeting with DCL counsel Robert Germaine to see where we are on subdivision approval process. Facilities committee will seek a quote from potential architect firms re: their work to get the subdivision process.
 - Wendy R. asks if mall owners responded to our letters re: if they want to offer mall property. Deadline for response is July 18. John M. will ask Robert Germaine to also reach out to mall owners to secure a response by the deadline.

6:19 Nina Brown makes a motion to move into executive session to discuss process for deciding the retention terms for architect. All unanimously in favor.

6:30 Julian moves to exit executive session. Nina seconds. All unanimously in favor.

- All of the architect firms that made presentations will receive an email inviting them to provide any additional information in response to Board questions on interview night.
- The deadline for Board members to get any additional questions to the facilities committee regarding the architect interviews is June 30. John M will notify Board members of this in an email.
- By the July 17th Board meeting, the Facilities Committee will make a recommendation for which of the interviewed firms to approach for potential contract negotiations and an estimate on the subdivision process.

Personnel Committee: Nothing to report.

Unfinished Business: None

New Business: None

Friends Report: Brought in close to \$2,000 at the Friends Tea, \$700 more than last year. Saving their money for a possible future naming opportunity at the new site. Next Friends meeting is August 20th (none in July)

Correspondence: Again received a letter from DeWitt Town Center (former Hechinger Plaza) inviting us to consider space in our plaza. We have responded to them in the past that at the moment we are not interested

Received a letter from a group of patrons requesting that LGBTQ (Lesbian, Gay, Bi-Sexual, Transgendered, Questioning) collection be further developed to expand this aspect of diversity in the collection. Steve Lux will review and discuss with Board Officers.

Wendy R. – discussed PR piece of facilities planning and suggested it will be a piece we need to consider. Recommended we discuss this with Rebecca Smith Aldrich library consultant. Board will discuss further after site purchase is confirmed and architect and team consultant are hired.

Period for Public Expression: No public in attendance.

7:05 Nina motioned to end meeting and Steve L seconded.

These minutes are presented in draft form and will be presented at the July 2014 meeting for approval.

Christene Gantos, DCL Board Secretary