

**DEWITT COMMUNITY LIBRARY**  
**July 21, 2011 Board Meeting**

**Present:** Kathy Brodsky, Joanne Chamberlain (presiding), Wendy Ressler, Wendy Scott, Director, Rosalie Young, Cindy Vinciguerra, Sybil Schultz, Steve Lux, Andrew Ursino, Elaine Ryan, Barb McClure

**Absent:** Dr. Renee Franklin Hill, Susan Katzoff, Michael Vaughan, Leigh Neumann, Hayley Schultz

**Guests:** Daryl Gonchoroff

**Recording:** Kathy Brodsky

**Call to order** (Joanne Chamberlain). The meeting was called to order at 5:32 pm.

**Approval of the Minutes of June, 2011**

The June 2011 meeting minutes of the Dewitt Community Library Board were approved. The motion was made by Rosalie Young and seconded by Barb McClure; passed unanimously.

**New Business:**

**Nominating Committee:** Steve Lux reported from the Nominating Committee on the issue of limiting the number of Board members to the current 15 members or nominating two new members to complete the terms of Colleen Tierny and Jeffrey Comanici.

A motion was made by Steve Lux to limit the number to the current 15 members and was seconded by Wendy Ressler; passed unanimously

Wendy Ressler reported that the charter to serve petition has been approved by the NYS Board of Regents. Christine Moore, Education Dept of NYS notified DCL that the charter to serve has been expanded.

**Committee Reports:**

**Facilities Committee:** Wendy Ressler  
PANZ Report update discussed. Awaiting update before proceeding with discussion about specific properties.

**Fundraising Committee:** Joanne Chamberlain reported that the fund raising letters to the community have been revised for this year. Wendy Ressler encouraged all Board members to participate financially in the fund drive.

**Personnel Committee:** Renee Franklin Hill has agreed to chair this committee

**Executive Director's Report:** Wendy Scott

PANZ report update: met c Rebekkah Aldrich in the DCL. Rebekkah Smith Aldrich met with Wendy to discuss needed changes to the 2005 Panz Report.

Rebekkah also made a few recommendations for current library that can be implemented now. The updated Panz Report will be submitted by Ms Aldrich mid August.

Summer programs have been attended. Kickoff 6/27 went well with 150 in attendance.

Senior programs are expanding and there is a new Senior Web Page. A Senior Fair is planned for October 14.

August 6 is the Dewitt Canal Days; Library table will be manned for the entire day.

Paul Morrell continues to upgrade the technology in the Library. ePrinting is now available at 15 cents per page.

The Friends of the DCL are sponsoring a TGIFridays fundraiser on Thursday, August 11 from 11am until 11pm. Coupons are available on the DCL website.

**Treasurer Report:** Mike Vaughan not present

**Old Business:**

OCPL Plan of Service- A motion to approve the updated Plan of Service was made by Wendy Ressler and seconded by Steve Lux; passed unanimously.

Steve Lux made a motion to approve the Free Direct Access Plan; it was seconded and approved unanimously.

**Strategic Planning Committee:** Rosalie Young-

Strategic Planning Goals: 6 goals have been identified;

- 1. Physical Space:** Locate and secure a physical space which provides a comfortable, accessible, safe facility that meets the needs of our service area. Responsibility for this goal is the Facility Committee's along with Wendy Scott and Board approval.
- 2. Fund Raising/Budget:** Develop a comprehensive plan to insure consistent, adequate funding to support DCL's Mission to provide our charter to serve area with the facilities, staff, collections and services they need and deserve.

Andrew Ursino recommended that a financial planner and a capital campaign consultant be considered to assist with fund development.  
Responsibility for an investment/ financial plan falls under the budget committee with Wendy Scott.  
Responsibility for the capital campaign falls under the Fundraising committee.

- 3. Public Relations:** Enhance our public relations plan to communicate effectively with the residents of our service area and help them to feel invested in the DCL. Responsibility for Public Relations falls under the staff PR committee along with improved advocacy on the part of Board members.
- 4. Staffing:** Maintain a staffing plan which insures recruitment, retention and continuing development of a qualified, diverse staff, including financial rewards which are comparable to similar area libraries. Need to insure that DCL staff has comparable salary structure to libraries in region. Responsibility falls under Personnel Committee. Responsibility falls under the Executive Director. Budget Committee has a role in salary adjustments.
- 5. Services and Collections:** Provide varied collections in the formats requested and utilized by our patrons, including traditional and digital formats, as well as the services and programs needed to serve our diverse community. Respond to the desire for a strong local history collection and the space to use these materials. Responsibility falls under the staff and the Executive Director.
- 6. Technology:** Implement the technology sufficient to support DCL services and mission. Responsibility falls under the staff and the Executive Director.

Lengthy discussion ensued regarding the six planning goals.

**Public Comment:** none

**Adjournment:**

The motion to adjourn was made by Sybil Schultz and seconded by Rosalie Young. Meeting was adjourned at 7:15 PM.

Respectfully submitted, Kathy Brodsky, Secretary