

Dewitt Community Library Board meeting minutes of the December 20, 2012 meeting.

The meeting was called to order Wendy Ressler at 5:32 pm.

Present: Carl Austin, Wendy Ressler, Wendy Scott, Joanne Chamberlain, Steve Lux, Julian Modesti, Elaine Ryan, John Millar, Kathy Brodsky, Rosalie Young, Sybil Schultz, Barb McClure

Absent: Andrew Ursino, Susan Katzoff

Guest: Trish Averson, Accountant for the DCL Board

Trish Averson, Accountant and Auditor for the DCL has begun the auditing process. Trish was asked to present prior to the rest of the meeting.

Trish Averson explained the fiscal year concept and the reasons not to change our calendar for fiscal accounting. Method of accounting records revenue from the proposition from revenue when it is received. This is not done universally. Some libraries record it differently but our financial statements have been accounted for consistently through the years. Cash flow: the money that we are spending comes from the previous year. Various budgeting processes discussed and explained.

Questions from the board were solicited by Ms Averson. Cash flow questions have been discussed at previous meetings and were discussed by Ms Averson.

The money received from the school district associated proposition in October, 2012 was meant for 2012 expenditures.

DCL has adequate cash flow.

A motion to approve the November, 2012 minutes was made by Elaine Ryan and seconded by Rosalie Young. The vote was ten yes, one no. The minutes were approved.

Treasurer's Report: Elaine Ryan presented the report which is attached.

"Wendy Scott reported that the NYS Comptroller's Office is auditing the Library's tax cap levy procedure. All OCPL libraries will be audited within the next three years."

Budget discussion:

Expense side of the budget discussed by Wendy. Question raised about utilization of designated board funds to supplement the additional costs of the current library space since the move from the basement space.

John Millar made a motion to make a restricted fund for the building of a new library. Second by Julian Modesti. 2 yes, 8 opposed, 1 abstention. The motion was defeated.

Budget options were presented. Rosalie Young made a motion to request that a 2.99 % increase in the proposition to cover the increase in the operating expenses of \$37,492 setting aside \$318,299 for the board designated fund.. Sybil Schultz seconded the motion and the vote was four yes, six no; the motion was defeated.

Joanne Chamberlain motioned to request a 2% increase in the tax requesting \$25,133 from the taxpayers and setting aside \$305,940 for the designated fund with the remainder for the operating expense. This is within the tax cap. Barb McClure seconded the motion. The vote was eight yes, two no. The motion passed.

Facilities: Rosalie Young reported. Several trustees toured Manlius Library last week. Next tour is of Onondaga Free Library and the Marcellus Library on January 12 at 11am. Next committee meeting will be the week following the Onondaga Free Library tour.

Nominating Committee: Steve Lux reported

Two candidates presented with their CV's; Mary Keib Smith and Christene Gantos. Barb McClure recommended Lydia Wasylenko. Kathy Brodsky will not seek a second term leaving a third position open. Steve recommended filling only two positions at this time. Officer nominations will be considered at the next committee meeting.

Fundraising: Joanne Chamberlain reported on the annual fund drive which has raised in excess of \$10,000 thus far.

Personnel Committee: Sybil Schultz reported

Library Director evaluation is being developed and will be ready in January or February of 2013. Wendy Ressler recommended having an informal evaluation for Wendy Scott to provide feedback for 2012.

New Business:

Library Trustee Conference in Buffalo, NY May 4-5, 2013

Friends of the Library: reported by Joanne Chamberlain

Annual meeting January 16 with speaker who is a veteran and a writer.

A motion to adjourn was made by Joanne Chamberlain and seconded by Sybil Schultz. Approved unanimously and the meeting was adjourned at 7:25 pm.

Respectfully submitted by Kathy Brodsky, Secretary.