## **DeWitt Community Library Minutes for November 17, 2016**

**Present:** Caul Austin, James Trevvett, Max Ruckdeschel, Doug Arena, Mary Keib Smith, Lauryn Gouldin, Nina Brown, Barbara MacDonald, Meisje Havens

**Also Present:** Wendy Scott – Director, Mr. Murry – Carpenters' Union Representative

## Not in attendance:

Jill Enright, Lydia Wasylenko, Shelly Field, Christene Gantos, Nana Ross

Meeting called to order at 5:37 pm by Mary

**Approval of Minutes from October 2016**. Nina motions to accept and Doug seconds. All voted to accept except one abstention due to absence.

**Treasurer's Report** – Carl - \$25,000 legal fee, Building Project Cost Updates: We are running favorable to budget. Financing closed 16NOV16. It was higher than expected. Rate 4.08. Perm. 10Y loan. It will need to be re-financed if it is not paid off in time. Capital campaign (grant funding) is looking good. Excess note will probably not be needed (3.37 %). Existing money will be used first.

It was discussed whether or not we are we restricted as to how the grants or loans are used. The loan cannot be used for operating costs. Any money from the capital campaign should be used for the new building not operating costs. The leap in the projected budget in September 2017 represents the increased size of the space. Carl also built in costs for both sites due to possible overlap in August and September.

**Director's Report** – Wendy – Wendy presented the proposed 2017 Board Meeting Calendar. It is the third Thursday of most months except where that day overlaps with JD school break and Jewish holidays. Brief discussion about impact of SU Spring Break but it was determined to only impact four members. Doug motions to approve the 2017 Board Meeting Calendar and Meisje seconds.

Tax cap for 2017. Public libraries can ask to exceed. We need to make a motion to resolve to exceed the tax cap. Motion to resolve to exceed the tax cap for 2017 if necessary. Meisje motions to approve and James seconds.

Reisman Foundation – The Foundation contact is not sure if they want to name the library after the Reismans. The \$500,000 gift will be spread over four years.

Met with Central New York Foundation. Will review \$125,000 grant at their next board meeting RFP for movers will be done shortly.

The Library received our tax levy check for this year

Discussed how to honor donors over \$1500. Margie Hughto is interested in doing an honor wall at the new library. Examples of her work were presented.

## **Committee Reports**

**Facilities Committee** – Doug and Mary: Things are going well. \$500,000 worth of contracts to still to be awarded. Most of the quotes are lower than budgeted. We closed on the business loan and closed with Tobin. Meisje requested reassurances that the viewing area to the lower level is safe. The facilities committee assured her that the barrier is solid.

**New Business** - Presentation by Mr. Murry – Carpenters' Union Representative – Mr. Murry informed the board of the Carpenters' Union intention to picket the new library construction site due to the use of non-union carpenters through a sub-contractor. According to Mr. Murry, the company brings workers from out of state and destroys area standards for local carpenters. An OSHA violation related to the sub-contractor was also presented.

The board discussed Mr. Murry's concerns. It was decided to inform Heuber Breuer that there is a concern and to request certified payrolls to verify that a fair and legal wage is being paid.

**Nominations** – Nina - The vacancies that we need to fill is now increased. Nana Ross resigned. We have a potential CPA that we would like to recruit. That is the priority because the board must have a CPA to replace Carl when his term ends.

Mary would like to send a card to Nana for her long service.

**Fundraising** – Meisje – Discussed the board pledge sheet and that the primary goal is one hundred percent board participation. Mike Vaughn hosted an event for former board members to raise funds for the new facility. The next step in fundraising is Friends, Corporate and regular donors. The community mailing was delayed.

Nina motioned to adjourn at 6:36pm and Doug seconded.

These minutes will be submitted for approval at the December 2016 Board Meeting

Minutes Approved 12/22/16