

DEWITT COMMUNITY LIBRARY
Board Meeting
April 28, 2011
MINUTES

These minutes were approved by the board at the June 16, 2011 meeting.

Present: Kathy Brodsky, Joanne Chamberlain, Susan Katzoff (presiding), Leigh Neumann, Wendy Ressler, Hayley Schultz, Wendy Scott, Director, Rosalie Young, Elaine Ryan, Cindy Vinciguerra, Colleen Tierney, Dr. Renee Franklin Hill, Andrew Ursino, Jeffrey Comanici, Michael Vaughan, Barbara McClure, Sybil Schultz

Absent: Steve Lux

Guests: Darryl Gonchoroff, Friends of DCL; Linda Wozniak, Librarian; Marc Wildman, Assistant Director for Patron Services

Recording: Kathy Brodsky

Call to order (Susan Katzoff). The meeting was called to order at 5:35 pm.

Approval of Minutes of March, 2011

The March, 2011 meeting minutes of the Dewitt Community Library Board were approved after a motion was made by Wendy and seconded by Joanne Chamberlain.

New Business:

Marc Waldman, the DCL's new Assistant Director for Patron Services was introduced by Wendy Scott.

Wendy Scott updated the Board on the community programs designed to inform the community about the library's budget. Several school PTG's, Rotaries and other community groups had presentations by Wendy and various trustees.

Wendy Ressler reported that charter to serve petition has been submitted. Anticipated response is the summer of 2011.

Committee Reports:

By-laws Committee: Joanne Chamberlain, no report

Facilities Committee: Wendy Ressler, Ed Keisa- real estate broker who has been working with board, continues to provide input on properties available within the charter to serve district. Ed Michaelinko from Town of Dewitt would support library move and/or partnership with the Town.

Several properties are no longer under consideration due to size of lot; proximity within the District to Serve; community access issues.

Motion made by Susan Katzoff to update PANS Report up to \$1000 over the cost of the original 2005 report, seconded by Rosalie Young. Motion approved.

A special meeting of the DCL Board will be called if property comes up that is time sensitive for action.

Long Range Planning Committee: Rosalie Young-

Strategic Planning Goals:

A strategic plan in conjunction with the Facilities Committee by the end of 2011 so that we can plan:

Staff and community will know of our plans, and our reserves will make sense to the community.

Plan a Capital Campaign in conjunction with our 50th Anniversary

The Long Range Planning Committee has asked Mike Vaughn to update his previous report on the economics of renting vs. buying by the June meeting.

The next meeting of Strategic Planning Committee will be in the library on Tuesday, May 17th at 8:30 a.m.

Nominating Committee: Steve Lux- no report

Personnel Committee: Hayley Schultz has stepped down as chair and Colleen Tierney has agreed to chair this committee. No report this month.

Fundraising Committee: Anne Ruffer has stepped down as chair; Susan asked for board members to consider filling this position.

Treasurer Report: Mike Vaughan –

\$372,040 available plus restricted funds and janitorial services funds. Total of non-restricted operating fund is 592,351. Anticipated tighter cash availability for October, November. School District check arrives in November.

Annual report for Public and Association Libraries required to file; report copies provided to the Board members. Due prior to Auditor's final Report; so draft needs to be submitted and then refined after Auditor's Report. Mike Vaughn made motion to accept and Barb McClure seconded; unanimous approval.

Executive Director's report- Wendy Scott: Local community organizations are contacted and visited to present budget, and encourage people to vote.

The OCPL system will have a budget reduction of 6.54% in 2011. This will impact services.

Budget vote; mailing will be sent 5/6 or 5/7. The JD Schools budget hearing is scheduled for 5/9/11. Budget vote is Tues, May 17 from 7am until 7pm.

Library assistants and clerks would like to be referred to as 'para-librarians'. Updated language. Employee handbook will be updated to reflect this change.

Renee has been accepted for a Master's in Library Sciences. Paul Morrell update; has been here a month and has done a great job thus far.

Informal Senior Advisory Group has been formed to improve services and programming for seniors.

Library by mail pilot program for the homebound has been created. Pilot funding by the Friends (\$1300). Kelly Burkett and Kelly Stickler will work with individuals in this program. There will be monthly deliveries, extended loan periods and return postage will be provided. Twenty people can be accommodated in this pilot program. Program should begin sometime in May after staff training and software configuration (tracking, etc).

e-books: nooks are now available in the library. Kindles will soon accommodate OverDrive .

The Book sale is 4/29 and 4/30 10am until 4pm for \$1 each. Approx 2000 books available.

Old Business:

None noted

New Business:

Wendy Ressler will be attending NY Trustees meeting in Albany 4/29 and 4/30.

Friends Report: Joanne Chamberlain reported that the April tea was very successful in terms of attendance but down in financial support. Last meeting approved \$2400 for children and teens summer reading programs.

Joanne encouraged all trustees to join the Friends of the DCL.

Wendy Ressler commented that the Board minutes are not up to date on the website. A motion to wait to post monthly meeting minutes until approved by the board was made by Wendy Ressler and seconded by Susan Katzoff; motion passed unanimously.

Adjournment:

The motion to adjourn made by Sybil Schultz, seconded by Rosalie Young. Meeting adjourned at 6:53 PM.

Respectfully submitted, Kathy Brodsky, Secretary