

Dewitt Community Library – Board Meeting Minutes April 18, 2013

Call to Order at 5:34 p.m. by Wendy Ressler

**Present:** Wendy Ressler, R. Young, C. Gantos, J. Evans, M. Keib-Smith, A. Ursino, J. Millar, S. Lux, S. Schultz, J. Modesti, E. Ryan, B. McClure, J. Chamberlain, W. Scott, Paul Morrell

**Absent:** S. Katzoff, C. Austin

Paul Morrell gave an update on the technology at DCL. Per an auditor's request, the library has contracted with AT&T to provide off site backups of important library documents and can be accessed from the web. The library updated its wireless network, which was last done in 2008, and is now more powerful and secure. Paul can access the network from anywhere and can check to see what type services customers are using. With our new firewall we can block illegal procedures, allowing patrons to use more of the bandwidth. When patrons connect to the wireless, they will now see a splash screen with the library's branding (identifying that it is the library's network) and our internet policies. The library has also installed a new server uses the newest and more secure Windows Server operating system. It has a larger drive and can have 25 clients (currently there are 12 clients) allowing for future growth. It still works with the old server which we can use as backup. To keep up with increasing demand for e-books, the library has implemented a product called Overdrive Advantage. Overdrive Advantage will give DCL patrons access to additional e-books and other digital resources that will only be available to them reducing wait time for popular e-book titles.

March 21, minutes approved. Motion by C. Gantos, seconded by S. Lux. For: 9  
Abstained: 3

**Treasurer's Report:** Read by Wendy Ressler and attached.

**Director's Report:** Wendy Scott (see also Director's Report attached)

Library trustee workshop on April 23, 2013, at DCL 6:30 – 8:30 p.m. Library renewed its membership to the Library Trustee Association. Book and Bake sale netted \$1,814; the next one is in the fall. The next budget road show is DeWitt Rotary on Monday, April 22, at Traditions. The Annual Report for NYS has been approved. Motion requesting the library be open at 1 p.m. on Thursday, August 29 for "Security and Emergency Response" program. R. Young made motion and B. McClure seconded, passed unanimously. Claudia Conostas retired and a celebratory party will be held at 2pm on May 3 in the Library. All are invited. Jennifer Butcher, a page, was promoted to Claudia's position; Stacy Considine replaces Jennifer. The library is waiting for OCPL confirmation that the system is adding the 3MCloud consortium which provides ebooks and is easier to use than Overdrive. We'll be participating in the mall's Baby Expo Saturday, April 20. The library participated in the mall Easter Scavenger Hunt to attract people to the library. Some staff were having respiratory problems; Woodcock &

Armani did a thorough inspection and cleaning and recommended monthly filter changes; the filter changes will cost an additional \$133 per month.

**RFP:** J. Millar motion, second by A. Ursino: Table the RFP process until next board meeting when Facilities Committee can present alternative RFP with complete Facilities Committee input. For: 3 Against: 8

S. Schultz motion, second by B. McClure: Simultaneously the Facilities Committee will come back to the board with an alternative approach to the RFP process and the Board will invite 4 firms to make their presentation. For: 10 Against 2

S. Lux motion, second J. Modesti: Select Aaron Cohen; Ashley McGraw; ForeSite; Holmes, King, Kallquist. For: 11 Against: 1

**Unfinished business:** none

**New business:** none

**Friends:** Had bake sale and antique show. Invitation to May 18 tea will be homebrew instead

**Correspondence:** W. Ressler sent a thank you letter to the four lawyers interviewed to handle our future real estate needs and explain that we accepted an offer of pro bono work. Three of the lawyers wrote letters in reply.

**Announcements:** May 4 Trustee Association Institute in Buffalo; Jamesville and Dewitt Life magazine presentation of DCL.

**Public expression:** none

**Adjournment:** R. Young motion, J. Chamberlain second, Adjourn. For: unanimous 8 p.m.

**These are draft minutes to be presented at the May 23, 2013, meeting for approval.**  
Elaine Ryan, Vice President.