

Dewitt Community Library Draft Minutes January 16, 2014

Meeting was Called to Order at 5:33 p.m. by Wendy Ressler

Present: W. Ressler, S.Katzoff, M. Keib-Smith, S. Schultz (6:15 arrived during by-law conversation), S. Lux, J. Modesti (left at 6:46 during strategic planning discussion), E. Ryan, J. Chamberlain, J. Millar, C. Gantos (left at 6:45 during strategic planning discussion). R. Young, B. McClure, S. Schroeder (left at 7:10 after the votes on the strategic plan), L. Wasylenko; Miesje Havens

Excused: C. Austin

Also Present: Wendy Scott, Kerin Rigney (Town of DeWitt Library Liason)

Approval of minutes from November, 2013 meeting were held pending clarification on an attachment. Approval of minutes from December 2013 minutes were unanimously approved. C. Gantos and S. Katzoff abstained.

Treasurer's Report- by S. Lux obo C. Austin – report attached. DCL came in under budget leaving a balance of approximately \$60K. S. Katzoff made a motion to roll excess funds over into the board discretionary fund. M. Havens seconded the motion. Motion was unanimously approved.

Finance Committee presented an investment policy for board's consideration. S. Lux made a motion to approve the policy. J. Modesti seconded the motion. Motion did not carry.

M. Havens made a motion that finance committee develop and/or provide procedures for regarding all financial transactions. S. Katzoff seconded motion. Motion unanimously carried.

Director's Report: by Wendy Scott – report attached.

Wendy Scott is looking for submissions for General Counsel to interview. She is working with the board to update the strategic plan. Wendy attended OCPL search committee meeting for new executive director for OCPL. OCPL has postponed the out of service patron service charge. DCL will as well until OCPL proceeds.

Emergency closing procedures. Wendy notifies local TV stations, she changes vm, she notifies the mall and calls the Board President.

Committee Reports:

By-Laws - by E. Ryan. Amended by-laws were distributed. Discussion ensued. J. Modesti moved to approve by-laws as modified by discussion. S. Lux seconded. Motion was

unanimously approved.

Facilities – by R. Young. Report attached. Committee will make 3-5 recommendations to the board based for the for RFP based upon responses received to the RFQ. All responses to the RFQ will be available to all board members to review.

Strategic Planning Committee – W. Ressler. Strategic Plan was distributed prior to meeting. M. Havens made a motion to remove completed items from the current plan. S. Lux seconded. Motion was unanimously approved. M. Keib Smith made a motion to approve the Strategic Plan. R. Young seconded. Motion was unanimously carried.

Nominating Committee: by J. Chamberlain. Committee handed out biographies of 3 new board candidates. There will be a total of 6 on the ballot in February including 3 currently on board (M. Havens, S. Schroeder and L. Wasylenko) who are seeking another term. Nominations can also come from floor.

Fundraising Committee: by J. Chamberlain. As today they have collected approximately \$19,000 from fundraiser.

Unfinished Business: None .

New Business. None.

Friend's Report – J. Chamberlain. Sat. 1/18/14 at 2:00 the Friends are having annual meeting – speaker Chuck D'Imperio re: 50 little unknown museums in Upstate NY. Daryl G has served as president for past 6 years. She is retiring and the Friends are having a luncheon in her honor on 1/23/14 from 12:30-2:00.

Correspondence: Letter from J. Madden, President of Nottingham Residents Forum thanking us for services provided by DCL at their facility. They made a donation.

S. Lux moved to adjourn the meeting at 7:24. S. Katzoff seconded the motion. The motion was unanimously carried. Meeting adjourned at 7:25 p.m.

These minutes are presented in draft form and will be presented at the February, 2014 meeting for approval. Susan Katzoff, Secretary