

DEWITT COMMUNITY LIBRARY

Board of Trustees

Regular Board Meeting

November 18, 2010

Present: Kathy Brodsky, William Cappelletti, Jeffrey Comanici, Zetta Fayos, Sharon Halpin, Susan Katzoff (presiding), Steven Lux, Barbara McClure, Wendy Ressler, Wendy Scott, Director, Andrew Ursino, Mike Vaughan, Lydia Wasylenko, Rosalie Young

Absent: Joanne Chamberlain, Leigh Neumann, Anne Ruffer, Hayley Schultz

Guests: Renee Batelle, Bill Hastings

Recording: Sharon Halpin

Call to order (Susan Katzoff). The meeting was called to order at 5:32 p.m

New Business - Susan Katzoff – DCL has received an amended lease, date needed to be clarified for reduced rent. Macerich will retroactively credit DCL for October and November rent now that DCL will pay for all costs related to HVAC.

Meeting dates have been set for 2011 board meetings. Lydia Wasylenko motioned to approve meeting dates, second Steven Lux, motion approved. Specific dates will be listed on the DCL website.

Wendy Ressler motioned to approve the employee handbook, second Zetta Fayos. Discussion – mission statement should be consistent throughout the website, handbook, etc. Personnel records should be kept by the director. Procedure for filing a grievance should be included in handbook. Motion approved as discussed.

Wendy Ressler motioned to approve October 28, 2010 board minutes, second, Rosalie Young, motion approved with 2 abstentions.

Committee reports – Zetta Fayos – Zetta distributed original by-laws and proposed changes outlined side by side. Board will review changes for discussion at next board meeting. Approval of changes would occur after board discusses changes.

Strategic Planning - Rosalie Young – Patron interviews done in the library by volunteers (DCL Board members and Friends members). The committee was impressed with responses. Still need volunteers to do a few more interviews – need to survey weekend patrons. Surveys will be going with fundraising letter and going to the school district. Richard Hezel who did our 2003 survey reviewed the survey and made some suggestions. We are able to use some of the previous survey questions. A press release will also go out to explain what is being done. Next Strategic Planning meeting is scheduled for December 2nd.

Facilities Committee – Bill Cappelletti – Bill motioned to go into executive session to discuss library sites, second Jeff Comanici, motion approved.

Wendy Ressler motioned to go out of executive session, second Lydia Wasylenko, motion approved.

Guest speakers from Macerich, Plans for Shoppingtown Mall include revamping the mall with retail, restaurants, and possibly the library.

Nominating Committee – Steven Lux - Steve reviewed the results of a survey handed out at the last board meeting. The survey asked questions related to the composition of the board. Steve discussed vacancies coming up on the board.

Treasurer's Report – Mike Vaughan passed out proposed budget. Please review, this budget will be reviewed and voted on at the next meeting.

Director's Report – Wendy Scott – Thank you for staff lunch sponsored by the DCL Board on November 12th. Annual giving letter will go out this week. Circulation figures are down and are consistent with the rest of 2010. Visitor numbers are high.

Susan Katzoff – letter to Mr. Murphy will go out from DCL Board president on DCL letterhead.

Susan may not be here for December meeting. Need to vote on budget at next meeting. The board will need to discuss the proposals laid out tonight regarding the future location of the library.

Adjournment Sharon Halpin motioned to adjourn, second Barbara McClure, motioned approved. The meeting was adjourned at 7:59.

Next Board Meeting December 16, 2010

Respectfully submitted, Sharon Halpin