

DEWITT COMMUNITY LIBRARY

Board of Trustees

Regular Board Meeting

September 16, 2010

Present: Kathy Brodsky, William Cappelletti, Joanne Chamberlain, Zetta Fayos, Sharon Halpin, Susan Katzoff (presiding), Steven Lux, Barbara McClure, Leigh Neumann, Wendy Ressler, Anne Ruffer, Hayley Schultz, Wendy Scott-Director, Andrew Ursino, Mike Vaughan, Lydia Wasylenko, Rosalie Young

Absent: Jeffrey Comanici

Recording: Sharon Halpin

Call to order (Susan Katzoff). The meeting was called to order at 5:34 p.m

Rosalie made a motion to approve the minutes of the August 5, 2010 meeting. Second Steve Lux. Motion approved.

Director's Report was circulated to board members in advance. At previous board meeting we discussed taking over the servicing of the HVAC unit. Now DCL services the HVAC components inside the library, while the roof unit is serviced by the mall. According to the lease, if the unit needed to be replaced this would be the DCL responsibility. The roof unit can be serviced for \$658 a year. The mall has agreed to reduce annual rent by \$500 which is the mall estimate for service charges per year on the HVAC roof unit.

Wendy Ressler made a motion for DCL to take over the servicing of the roof components of the HVAC unit. Second Kathy Brodsky. Motion approved.

Insurance update. Wendy Scott will look at D&O coverage in insurance policy. If none available we will look for new insurance company.

Treasurer's Report – Mike Vaughan - Funds transferred from restricted account to the operating account to cover rent and HVAC system. Mike and Wendy Scott will be meeting soon to begin work on the 2011 budget. Budget reports circulated to members.

Friends have purchased a laptop for career connections program. This laptop will be used primarily for patrons looking for employment and will include software applications specific to job searching. Friends have also purchased a projector, so that each meeting room is now equipped with a projector. Barnes and Noble fundraiser is week of October 23rd.

Susan Katzoff motioned to go into executive session to discuss possible litigation Second Wendy Ressler. Motion passed.

Motion made by Wendy Ressler; Rather than have law firm write letter to Mr. Murphy, Susan Katzoff will write letter to acknowledge letter from Mr. Murphy. Second Mike Vaughan. Motion approved.

Wendy Ressler moved to come out of executive session. Second Rosalie Young. Motion approved.

By laws – Zetta Fayos – Revisions are complete, they are being reviewed now by non board member for objective input.. By laws committee plans to present changes to the board at October board meeting, discuss at November meeting and vote on changes at December meeting. Zetta thanked Wendy Ressler and Lydia Wasylenko for all their hard work through this process.

Personnel – Hayley Schultz – Director’s review is complete.

Board spent one hour on Strategic Planning exercise. Ann Sutherland, a DCL supporter, volunteered her time to facilitate the exercise. Notes taken during the session will be compiled by the Strategic Planning committee.

Bill Cappelletti reviewed the results of the facilities survey.

Kathy Brodsky motioned to spend up to \$5000 on assessing Dell’omo and surrounding properties. Second Sharon Halpin. Motion approved.

Adjournment; Susan Katzoff moved to adjourn. Second Barbara McClure. Motion approved. The meeting was adjourned at 8:20.

Next Board Meeting October 28, 2010
Respectfully submitted, Sharon Halpin