

DEWITT COMMUNITY LIBRARY
ANNUAL Meeting and February Board Meeting
February 3, 2011

These minutes were approved by the board Thursday, March 17, 2011.

Present: Kathy Brodsky, Joanne Chamberlain, Susan Katzoff (presiding), Leigh Neumann, Wendy Ressler, Hayley Schultz, Wendy Scott, Director, Mike Vaughan, Lydia Wasylenko, Rosalie Young, Jeffrey Comanici, Steven Lux, Lydia Wasylenko

Recording: Kathy Brodsky

Call to order (Susan Katzoff). The meeting was called to order at 5:36 pm

Susan thanked those in attendance for coming to the annual meeting. Susan reported that the library had a strong past year; the Long Range Planning committee (thanks to Rosalie Young and committee) was very active, the Facilities committee has continued the effort to plan for future library and Bill Cappelletti was thanked for his work on this committee. Susan thanked Wendy Scott and her staff; and Hayley Schultz for the Personnel committee's work. The needs of the library, its patrons, and its circulation including new technologies will continue to be the focus of the Board.

Treasurer Report – Mike Vaughan - Presented overview of the DCL Budget and Financial Performance Review. The DCL auditor is checking that our DCL restricted funds and the funds used to cover rent, janitorial, and HVAC from the restricted funds are balanced. The auditor is now working on our final report. Continued funding from the taxpayers (\$420,000) through the school tax vote will be requested. Income and expenses have been reviewed and there is an operating surplus of \$29,000. The restricted fund balance is \$1,415,000; \$210,000 approved by board for increase costs including rent, janitorial services, and utilities. Improved methods of planning and forecasting expenses have eliminated the need to borrow prior to the November disbursement of tax funds.

Budget for 2011 includes loss of town financial support for the library from \$85,000 to \$0. Upgrading technology in the library is included in budget. The budget also includes filling one vacant staff position.

Executive Director's report- Wendy Scott: Successful summer reading program for children. More than 5000 books read. Year round programs were successful; with noted increased patron attendance. Job assistance for searches is very successful. E-books and donated books increased the size of the library collection. Digital collection of photos and heritage items was discussed and a three year technology plan has been implemented.

Wendy thanked volunteers, staff and Friends of the Library, and the Board and specifically the long range planning committee for continued support of the DCL. Freegal started 1/31- it enables the download of 3 songs per week for free for library card holders. Newsletter and program guide available in hard copy and online. Special thanks

to Lydia Wasylenko for all of her service to the library and the board. Book presented to Lydia which will stay in the collection.

By-Laws Committee: Report given by Wendy Ressler. District to Serve Community members can vote on By-Laws #'s 1-7; the others are voted on by the board. Motion by Wendy to approve by-laws # 1-7, second by Rosalie Young; unanimous approval, no nays, no abstentions.

Nomination Committee: Steven Lux presented six candidates for consideration for the Dewitt Community Library Board:

Dr. Renee Franklin Hill (filling 1 year of unexpired term ending 2012)
Susan Katzoff (for second term)
Barbara McClure
Elaine Ryan
Sybil Schultz
Cindy Vinciguerra

There was one additional nomination from the floor; Colleen Tierney, (school librarian at Jamesville Elementary), second by Lydia Wasylenko.

Vote followed with 28 members of the District to Serve in attendance to vote. Ballots collected and counted by Carol Youngs, Wendy Ressler and Lydia Wasylenko.

Adjournment: Kathy Brodsky moved to adjourn, second Wendy Ressler, motion approved. The meeting was adjourned at 6:25.

February 3, 2011 Board meeting followed immediately. Susan K welcomed new board members at 6:25 PM.

Present: Andrew Ursino, Colleen Tierney, Cindy Vinciguerra, Renee Hill, Sybil Schultz, Elaine Ryan, Leigh Neuman, Michael Vaughan, Hayley Schultz, Steven Lux, Jeffrey Comanici, Kathy Brodsky, Rosalie Young, Wendy Ressler, Joanne Chamberlain, Wendy Scott, Susan Katzoff

Absent: Barbara McClure

Nominating Committee- reported by Steven Lux

Officers nominated:

President- Susan Katzoff
Vice President- Joanne Chamberlain
Secretary- Kathy Brodsky
Treasurer- Michael Vaughan

The candidates for were unanimously approved by vote of the Board.

Susan Katzoff, Board President will appoint the Committee Chairs (except for nominating) : Facilities, Fundraising, Nominating, Personnel and Long Range Planning. Each committee Chairperson will contact Board members to staff the committees.

Wendy Scott- new board member orientation and training will be scheduled shortly. The 2010 NYS Handbook for Library Trustees was distributed to new board members by Carol Youngs.

Susan Katzoff approached an attorney in Albany for legal assistance; that attorney will review appropriate law. Susan will keep board apprised and will provide an update at 3/17/11 board meeting. It is the board's strategy to ensure that the library's budgeting process remains consistent with NYS law.

Adjournment – motion made by Wendy Ressler and seconded by Leigh Neuman at 6:45.

These minutes were approved by the board at the March 17th meeting.

Next Board Meeting - March 17, 2011

Respectfully submitted, Kathy Brodsky, Secretary