

DEWITT COMMUNITY LIBRARY  
Board of Trustees  
Regular Board Meeting  
December 16, 2010

**Present:** Joanne Chamberlain, Jeffry Comanici , Zetta Fayos (presiding), Sharon Halpin, Barbara McClure, Leigh Neumann, Wendy Ressler, Hayley Schultz, Wendy Scott, Director Andrew Ursino, Mike Vaughan, Lydia Wasylenko, Rosalie Young

**Absent:** Kathy Brodsky, William Cappelletti, Susan Katzoff , Steven Lux

**Guests:** none

**Recording:** Sharon Halpin

Zetta Fayos called the meeting to order at 5:34 pm

Wendy Ressler motioned to approve the minutes of the November 18, 2010 DCL Board meeting, second Lydia Wasylenko, motion approved.

**New Business**

Amended lease – Zetta Fayos informed the board that there is a separate lease for the drop box on the exterior of the building. There is no charge for the box, however, we have signed the lease and will submit to mall management.

Anne Ruffer submitted, to the DCL president, a letter of resignation from the DCL Board. The letter was dated December 8, 2010.

**Committee Reports**

By-Laws committee – Zetta Fayos – At our last meeting Zetta distributed updates to the by-laws. Discussion was held on the changes, particularly wording and clarifications. Wendy Ressler indicated that a statement addressing the dissolution procedure, in the event that the library closes, will be added to the by-laws. The by-laws will refer to a plan for dissolution on file in the library.

The board discussed clarifying the number of board members on the board. The charter and by-laws specify a range of 11 to 17 members. The board discussed whether the board should specify a number of openings each election year between 11 and 17.

Zetta Fayos made a motion that the board can determine a set amount of members (within the range of 11 -17), second Sharon Halpin, motion approved. The committee will email a copy of the final version of by-laws to all board members with final vote for approval to be taken at January board meeting.

Strategic Planning committee – Rosalie Young - A press release regarding surveying and future planning has been sent to local media. Neighbors East (Post Standard) is planning an article on the DCL. Rosalie Young and Wendy Scott will be interviewed by Neighbors East writers on Friday, December 18.

Staff, board, patrons in the library and Friends DCL have been surveyed. Surveys from the community are now being collected.

Summary of in-library oral survey findings; 90 % of patrons came to the library, by car, 7 % by bus, balance walked/bike.

60% came to mall only to use the library, while other also made stops in the mall. 40% patrons from JD, although some of those listing Fayetteville as the residences may be in our service area. In oral surveys and written surveys already reviewed, issues of easy access to parking and visibility surfaced. Accessibility seems to be a big issue, parking and crossing mall perimeter traffic commented on. Surveys conducted at the library and returned by mail will need to be collated by hand. The committee will meet on January 5<sup>th</sup> to collate from 12:00 to 6:00. Volunteers are welcome to stop in for any length of time to help.

Nominating committee – Lydia Wasylenko - The committee, has a list of 20 prospective DCL board members. Thus far, the committee has contacted 10 people. Half declined, primarily because of other commitments. Five people expressed strong interest. Looking for 6 spots, Barbara McClure has agreed to be nominated to extend, leaving the need for 5 new members. The nominee names with biographical information will be provided at the January board meeting.

Director's report – Wendy Scott - Fund drive has collected over \$8000 thus far. Kitty Meluni is retiring as of Dec. 31 after 22 years. Wendy will look carefully at that position. DCL is now offering personal help for patrons conducting a job search. Plan to put collection policies on the web, now available on paper. Circulation is down but visitors are up. Wendy believes that patrons are using more of the technology. ChiliFresh online book review service is now integrated into the DCL online catalog. Freegal web service now available offering 500,000 audio files for patron download. Hope to attract teens with this new service. This service will also be counted as circulation. Press release on strategic planning /survey initiative appeared in the Eagle Bulletin, 12/9

Reports of Officers –

Mike Vaughan - Budget discussed. The DCL budget for 2010 totaled \$1,296,669. The projected budget for 2011 is \$1,289,835. This represents a decrease of \$6834 from 2010 to 2011. The Dewitt Community Library will no longer receive monetary support from the Town of Dewitt. DCL will request a 4% increase from the taxpayers. Wendy Ressler moved to approve budget, second Zetta Fayos, motion approved.

Facilities – With the results of the survey indicating strong feelings about parking and ease of access, the board was not enthusiastic about moving the library upstairs, resulting in a longer walk for patrons. Regarding the E. Genesee Street location, the board members were very impressed with Lief Kallquist's presentation but came away feeling that the location was not ideal because there is no room for future expansion.

Friend's Report – Annual meeting will be held on Jan 19<sup>th</sup> from 7 – 8 pm. The meeting will be short (15 minutes) and then a speaker from Syracuse China will focus on Syracuse China's historical significance to the area.

**Adjournment:** Barbara McClure moved to adjourn, second Lydia Wasylenko, motion approved. The meeting was adjourned at 7:30.

Next Board Meeting January 27, 2011  
Respectfully submitted, Sharon Halpin