

DeWitt Community Library Minutes for 16FEB17 - final

Present

Caul Austin, James Trevvett, Max Ruckdeschel, Doug Arena, Mary Keib Smith, Nina Brown, Barbara MacDonald, , Lydia Wasylenko, Lauryn Gouldin, Jaimee Ashe

Also present Wendy Scott, Susan Germain

Absent Meisje Havens, Jill Enright, Shelly Field

The Meeting was called to order at 6:21

Previous minutes - Move to approve - Max, Lydia 2nd

2 abstained

Treasurers report: 1% increase Audit will need to be added to next month's agenda

January financials – ok. We are at 2.8 million and one more invoice will take us to three million.

Questions: Any cash flow issues (Doug). October will be tight but Mary said we have an extra loan and an operating line of credit.

Why are we not proposing any increase to the levy? Because we are conducting a capital campaign. We have a preliminary budget for the new facility. Will probably need an increase in 2018 due to the increased facility costs

Director's Report

NYS Annual Report – submitted to the state every year. Cash not accrual so it is a bit different than the actual financials. It is used to help other directors.

The collection size decreased due to the weeding for the move.

Motion to approve Lydia, Mary 2nd – all approve

Will be doing "roadshows" at local community organizations

Will be presented with \$5000 check from Rotary – they do have lots of financial questions so it would be beneficial if Carl attended.

Wendy presented a new DCL logo based on the staff design contest.

Margie – ceramicist – honor wall – Another suggestion from Huber Breuer was for wooden slates.

The wooden slate would enable the library to add donor names. The suggestion is to have a separate piece for the Reisman foundation.

Met with the community foundation – were concerned with public transit. They requested additional information and received it.

Committee Reports

Facilities: Mary –

Winter expenses went up a bit but we are ok with the budget. You can see how the building will look.

Next Owner's Meeting is at 9:30 next Thursday.

Design team is looking at furnishing decided on Sedgwick as the provider. Cassie Remer (interior designer) from King and King and Sedgwick will present at the March Meeting. We will need to order soon so we need to discuss. It is Modern but classical. Mobile, flexible, cleanable – it meets what we are looking for in furnishings.

The original Environmental assessor did not get back to us. This caused a delay from March to August. He returned and asked for the payment of his contract. He had a terrible accident which is why he was not responsive. We may compromise and pay some of the \$3500 as the full project was not completed

Public Question – will there be a red light. The county said no.

Nominations:

Elect officers – slate was put forward last meeting

We need to vote on each person separately.

President Mary

VP Doug and Nina

Treasurer - Carl

Secretary - Barbara

By acclamation - all confirmed

Nina spoke with Shelly and Shelly has decided to resign from the board.

Lydia - I nominate Susan Germain to complete Shelly Field's term.

There is a potential conflict that was discussed by the executive committee. Her brother in law is Robert Germain – Library's counsel. Susan would recuse herself from votes/business related to counsel.

Nina seconds the nomination.

Committee staffing discussion

By-laws – Nina Chair, Barb member

We need to discuss defining “excused absences” and a general review.

Facilities Doug Chair – Jill member

Finance Committee – Carl Chair

Fundraising - Miesee Chair, Lauryn member

Nomination – Nina, Chair, Barbara member

Personnel Jill Chair - Lydia and Barbara members

Strategic planning Lydia Chair, Barbara and Jill members

Mary - We need the committees to meet regularly as the new building focus has held our attention. We need to get back into the swing of things

We need a café committee

By April, we should have Chairs and committee staffed

Orientation – will be scheduled for new members and 2016 new members

Old Business – Kevin Murphy appeal – we have not heard anything 60 days to prefect. They have 9 months but it will be dismissed if we move to dismissed and after the 9 month date. We can release the money.

Café – town survey – there is interest into food and coffee. Wendy provided info to the company and they didn’t feel there was enough revenue to open. Kafe Kubal was interested in providing coffee but not staffing. Could we partner with a non-profit like the one that handles Provisions. We think it will be used but the library doesn’t have enough staff to handle it. 9-2 is the optimal. FM has a café. Manlius has their friend’s group running it. Looking for this to be more of a Barnes and Noble like destination.

What was the distinction between vending vs. staffed. It is hard to predict. Maybe start small. There is also the liability side of having food. Nina – the best option might be working with a combination vendor and Provision. The Friends will discuss the café at the next meeting. Could we work with food trucks to see if there is enough traffic for them to commit to be in the library. We could try to start with Kubal. Maybe have a page work it. We want to have something day one even if it is not the final version.

Next Meeting is March 16

Motion to adjourn at 7:15 Doug Motioned – Mary 2nd

These minutes will be submitted for approval at the March meeting.

These minutes were approved at the 16 March 2017 meeting.