

DeWitt Community Library  
Minutes - September 28, 2017 - final

Present: James Trevvett, Max Ruckdeschel, Doug Arena, Miesje Havens, Lydia Wasylenko, Susan Germain, Lauryn Gouldin, Nina Brown, Jamie Ashe

Also Present: Wendy Scott

Not in Attendance: Carl Austin, Jill Enright, Barbara McDonald

1. The Meeting was called to order at 5:35 pm. Wendy introduced Luke Connor as the new Assistant Director for Patron Services for the Library.
2. Approval of Minutes: Motion by Max to approve the minutes, second by Susan. All members in favor.
3. Treasurer's Report: Treasurer's report was circulated by Brian for Carl via email. No significant items to review
4. Directors Report: The Directors report is attached and was circulated prior to the meeting. Highlights include:
  - a. New Library Updates
    - Circulation has increased
    - Over 400 new library cards have been issued
    - Increase in students afterschool
    - Café is doing well
    - Question regarding the sidewalk
    - Facilities committee is working on post construction "punch list"
    - Elevator still an issue
    - Patio and additional furniture for café area will be arriving
    - Fire Marshall was in on 9/28 for room capacity
    - Shoppingtown Mall walk through was completed and signed off
    - Max asked about possibly extending library hours and Wendy will provide the board with traffic patterns to re-evaluate in a few months.
  - b. Board Approval of Assurances
    - Max made a motion to approve the State Aid for Library Construction Program and Grant Assurances. Second to the motion was Susan. All present board members approved. No abstentions
  - c. Meeting Room Policies
    - Wendy is reviewing policies and will provide the Board with a draft policy. Board discussed potential wording and Nina suggested that Wendy review ALA language. In addition Wendy is revising the patron code of conduct.

5. Committee Reports – Facilities

- a. Automatic Door: Doug discussed the quote for new automatic door opener for the front entrance. It appears that we have enough in the budget to assist. The board was disappointed that the doors were overlooked during the construction. We discussed retro-fiting and other potential options to solve the problem. The facilities committee and finance committee will work on alternatives to present to the board for approval.
- b. Honor Wall – Once again the board asked committees to go back to vendors regarding honor wall for options. Samples were brought to the meeting and reviewed by those in attendance. Honor wall was reviewed after the meeting as well and needs to be proofed for inconsistencies.

6. No other reports were made

Meeting adjourned at 6:50 pm

Respectfully Submitted By:

Miesje Havens

The minutes will be submitted for approval at the October Meeting.

These minutes were approved at the 19 October 2017 meeting.