

## Community Library of DeWitt & Jamesville April 21, 2022 Board Meeting

Present: Max Ruckdeschel, Melinda Dermody, James Trevvett, Silvia Macor, Tia Wright, Robin Young, Doug Arena, Meriel Stokoe, Ping Cong (arrived after March minute approval - Lisa Moore and Barbara MacDonald)

Also Present: Charles Diede

Not Present: Jill Enright, Cathryn McVearry, Katie Centolella

Call to Order at 5:39

Approval of Minutes, March 2022

Tia moved to approve and Silvia seconded.

All present approved.

### President's Report:

The Google drive has the training and events will be added to the calendar. Please let Melinda know if you are having any issues accessing the Google drive.

Can we have the Friend's present at an upcoming meeting?

### Treasurer's Report:

The March numbers were finalized today. For February, nothing out of the ordinary. No changes in depreciation, expenses or retirement plan. That will show after the audit. You won't see the accrual for the pension.

### Director's Report

New janitorial services seems fine – minor issues (forgot to take the recycling out of one office)

Audit should be done soon. Charles wrote an adjustment for loss of revenue for fines.

Wednesday film screenings were in the community room. Working through the cleaning of the children's programming area. It was used as storage during Covid.

Children's librarian left for a director role. A part time librarian was made full time. A tech assistant was made the new children's services specialist. The summer children's programming is being planned. We have posted for a new tech and a page is leaving for a school role. Staffing is taking up a great deal of time.

Launching new memory care collection. Available to anyone in the network. Some items have to be collected and returned here.

This collection is geared towards people with memory issues, caregivers and family. Kara has been the point person. Saturday April 30<sup>th</sup> will be a preview from 1-3PM.

Doug – does this have any association with the new memory care center at the Nottingham? Charles: no.

Clean-up at the library on Saturday at 10AM for Earth Day.

Lisa attended a fundraising committee meeting. Charles disappointed but he has not been able to meet in person.

Lisa – Could you reach out to the Nottingham to have them promote the collection and possibly drive donations?

We have been contacted by two other nursing home facilities.

We have concluded our collection for the Ukrainian Church.

James, Doug and Scott Freeman reviewed our pipe inlet area. Will replace mulch with stone to improve drainage.

Max- I thought it was originally mulch because we were told it has to be mulch.

Doug – We can use stone near the inlet for water management. We also need regular maintenance of the water basin.

177 people were helped with the AARP.

Art donations:

Home by Nives Marzocchi

Did the artist offer only this piece?

There is a cross and a religious icon on the piece. Is that an issue?

3000 Prayers by Joyce Homan It is a 9/11 memorial piece. We were chosen because DeWitt has a

Lisa: will there be an interpretation of the work?

Max: In a rotating art space, we can have items that have a religious tone. Having it as a permanent part of the collection could be a problem. We have limited space and how do we ensure that we have appropriate representation?

Lisa: We have limited space and it appears that it is a priority even though it is just one of the first pieces offered.

Meriel: People don't often read labels and in the children's room who will read the label? The child or the parent?

Max: We don't currently have labels on the work.

Meriel: Labels should be short – less than 100 words.

Lisa: We could have a sheet that is available in the information area so people could read more if interested.

Motion to decline "Home". We appreciate the offer but it does not meet the guidelines of the policy for our permanent collection.

3000 Prayers:

There is language listed that we do not know what it says. There is Mein Gott – German for my god and mon dieu – French for my god.

We will have the art policy up on the google drive so we can refresh our memories.

We will table this until next meeting.

Did the art committee have the verbiage translated? Charles will ask this of the art committee.

CLRC project is not going to be completed due to the supply chain issues. We cannot get this completed by the June deadline. Arpa is offering 50% but we cannot complete this.

Lisa: could we look at the Rotary, Snow or the Community Foundation.

Max: A more informal source of funding would be better.

Tia: What about going to local businesses. Those "wear jeans to work day" charity raising.

Melinda: Since it is tech related, are there any specific companies we could approach?

We chose to close the library on the same day that the John Manion was scheduled to have a town hall.

It was because JD closed.

Patron feedback: Most of it is good. Person was upset that the Staff were wearing masks.

## Committee Reports

Finance: Tia: Spoke with the auditor Molly. The only changes she requested is about footnotes. We had the work penalty throughout about the pension plan. We have listed it as a contingency. They removed the Covid contingency, and we wanted it back in as Covid is still an issue.

We have to approve it as a board. We have the draft without a footnote updated. This is due to the bank on April 30<sup>th</sup>.

Doug: Given the time constraints, can the board delegate it to the executive board to approve for the Board.

Max: Is it easiest to get an extension letter to the bank?

Tia: There are only seven people in the office and they had a Covid outbreak in their office.

Charles: The governor has extended the public meeting law until June. We can hold a short meeting and vote before the training for Board members scheduled to be held on April 28<sup>th</sup> via Zoom. We do need public notice of a meeting. Charles will put it on the website.

If you have questions, you can reach out to the auditor but it is probably easier to go to Tia. The reporting requirements of the bank should be the same.

We are still waiting on Brad to get back to us on for the 5500. We don't know what this is waiting on as we discussed this. We are not paying until the 5500 is filed.

Facilities: N/A

New Business:

Art donation – covered in Director's report.

Old Business:

Name tag. Max put together the resolution and Katie looked at it. No one has a formal name tag policy rather it is covered in the handbook. Feed back from management team was to clarify that it is to be worn in patron areas. Proposed edits to resolution is remove wear in patron areas as it is covered by wearing during work day add implementation date.

Announcements: There were none.

Period for Public Comment: There was no public comment.

Meeting adjourned at 7:10.

Motion to adjourn by Robin and Meriel seconded.

Minutes for this meeting will be approved at the May 2022 Board Meeting.