

## **DeWitt Community Library Minutes for December 22, 2016 Meeting**

**Present:** Caul Austin, Max Ruckdeschel, Doug Arena, Mary Keib Smith, Lauryn Gouldin, Nina Brown, Barbara MacDonald, Meisje Havens, Jill Enright

**Also Present:** Wendy Scott – Director

**Not in Attendance:** Lydia Wasylenko, Shelly Field, James Trevvett

**Meeting called to order** at 5:35 PM

**Approval of Minutes from November 2016:** Meisje motions to accept and Doug seconds. All voted to accept except one abstention due to absence.

### **Treasurer's Report:**

Recorded the retention – a 10% hold back – 100,000 – line of credit

First 3 million of the constructions cost – first 850,000 raised goes to the note –

Cash flow will be a bit low until the levy check comes in but we will be ok.

2017 budget is forecasted through July in Shoppingtown, then August in the new building.

We can get this budget through without asking for an increase – good since we also have the capitol campaign.

Wendy – comments on the budget – “There is now an allocation for not traditional material. Non-fiction collection doesn't circulate anymore so there will be a decrease. Will need to raise the materials budget in the new year.

New costs relating to snow plowing and exterior maintenance.

No increase in staffing until there is an evaluation of the needs in the new space.”

**Approval of 2017 operating budget:** Doug motions to accept and Max seconds. All voted to accept.

**Vote that there be no increase in the tax levy:** Miesje motions to accept and Nina seconds. All voted to accept.

### **Director's Report:**

There is a suggestion for the library building name Community Library of DeWitt and Jamesville by main donor.

**Vote on the movers:** Wendy recommends National Library. National Library was the lowest bid and they were the most helpful and responsive. They are also local. Hallett is more of an academic/special collection mover.

Nina motions to use National Library and Lauryn seconds. All voted to approve.

### **Committee Reports:**

#### **Facilities Committee/Owners Report:**

There was a budget meeting with Hueber Breuer.

GMP –We are under budget based on the existing bids and the bids that are pending. If we put in the contingencies, we are still under budget by \$200,000.

Options that were removed but could be added back to the budget:

- Green roof (\$76,000) and solar panels
- End Panels (\$47,000)

- Natural Stone (\$45,000) instead of the Manufactured stone – ages like limestone
- Amphitheater (\$16,000)

Other options:

Coffee Shop

Sam Borden with the town is excited about the coffee idea. Doug – should we update the plumbing to add the grease trap for the potential of a coffee shop. A grease trap would be about \$10,000.

Action item - Get info on what it would cost to get the items for a commercial kitchen/café installed.

Wendy informed the board that the furniture is going to be a bit cheaper as it was confirmed that we can buy using State prices.

The key items that we need to focus on tonight are the end panels and the siding due to the lead time for ordering.

Manufactured stone vs. real stone

Mary presented photos of the options.

Carl reminded us that amortizing over 40 years would make getting the real stone cost about a grand a year.

Through grants we are at \$900,000. Contingency is \$383,000.

**Motion to add natural stone back into budget** – Doug made the motion and Carl seconded. Seven voted to add the natural stone back in the budget and two abstained.

**Motion to add increased moneys for better encaps if Wendy finds something better that what is currently planned.** Reason for vote is due to long lead time for the endcaps. All in favor.

**Old Business:**

What was the result of the inquiry to Hueber Breuer regarding the Carpentries union? We will get the payroll to verify that minimum wage is being paid.

**New Business**

Motion to make Barbara the interim secretary.

Mary made the motioned and Nina seconded. All voted to approve.

**Motion to adjourn at 6:27**

Mary made the motioned and Meisje seconded

Minutes Approved 1/19/17