

Community Library of DeWitt & Jamesville December 17, 2020 Board Meeting

Present:

Barbara MacDonald, Max Ruckdeschel, Silvia Macor, Jill Enright, Doug Arena, James Trevvett, Lisa Moore, Melinda Dermody, Jaime Ashe

Also Present: Charles Diede

Not Present: Ping Cong, Robin Young, Anthony Marrone

Meeting called to order: 5:44 PM

Approval of November minutes and approval of October's Minutes

Lisa Moore moved to approve and Silvia Macor seconded.

All present approved.

Treasurer's report:

October is -\$2551. Preliminary November looks like we are behind \$13,000. Payroll is under budget. Library material may be over budget. Management team is reviewing.

Are there any questions or comments regarding the 2021 Budget?

Charles: I would urge that we pass the 2% increase.

Doug: What are the tax implications for the Shopping town claw back.

Max: The library has not come up in the claw back discussions.

Motion to approve the 2021 budget.

Silvia Macor moved to approve and Lisa Moore seconded

All present approved.

Motion to request that the JD school board add the 2% levy increase to 2021 School Board and Budget vote.

Silvia Macor moved to approve and Jaime Ashe seconded

All present approved.

We need a resolution to exceed the tax cap levy limit.

We pass this every year to make sure our calculations are not wrong.

Resolution to exceed the tax cap levy limit.

Silvia Mancor moved to approve the resolution and Melinda Dermody seconded.

All present approved.

Refinancing of the mortgage. We want to refinance to take advantage of the low rates. The bank needs the audit information. That has been forwarded and Community Bank received the information and is reviewing it.

Directors' Report:

We have the final 2019 financials. They will not be as late for the 2020 financials.

We have started the 2020 preliminary audit.

Open meeting law will allow us to continue to meet virtually as Covid continues.

We have the board meeting list.

The library holiday list needs to be approved.

Collections – I think we are doing quite well. We are one of the top 3-4

14000 items circulated during patio pick up in one month alone.

Open to reference calls 55 hours a week. 1500 of the calls are reference questions. About a call every ten minutes. The staff is doing a wonderful job. The programming is really good. The scanning and printing has been used by 38 people. We are still having good attendance for events even though they are virtual.

The fund drive was kicked off before I started. We brought in \$10000 already.

Facilities issue. The drywall damp is still problematic. Strange incident with out janitorial services. The janitorial crew had a water fight and rode the floor polisher. Luke edited together the highlights and sent it to their leadership. Clean tech contract is up next year. We are requesting quotes from other companies.

Melinda: Have they said they would make amends?

Charles: They did fix the damage to the men's room and we are not getting charged for that night.

Barb: What kind of liability insurance do they have? Would we be liable if they are injured onsite?

Max: We will look into that.

Lisa: I am pleased to hear that the fund drive is doing well. Who is managing the gift acknowledgement?

Charles: We are keeping track and also have a poster board.

Melinda: I want to belatedly welcome Charles.

Charles: Barb stopped by the library and I've spoken to Jaimie and Max and I feel welcome.

Committee Reports:

Facilities:

Doug. Not a lot of updates on the children's room wall. I would like to set up a walk through with you and the facilities committee so you are aware of the building.

Max: That is a great idea. We will get the committee together.

Approve the library calendar. Moving the July 4th to July 5th.

Melinda Dermody moved to approve and Silvia Mancor seconded.

All present approved.

Nominations:

For 2021 we have one vacancy that we need to fill. Doug has a person that might be good fit. Please forward their name to Melinda. If anyone else has any candidate suggestion, please forward to Max and Melinda. Robin was appointed in 2020. Robin has agreed to run this year.

New Business:

Board Meeting Calendar. Two “3rd Thursday” fall on inconvenient days. JD Break and Yom Kippur. No spring break for SU so that does not affect this year.

Lisa Moore moved to approve and Silvia Mancor seconded.

All present approved.

Old Business:

Fine waiver There is a movement to eliminate fines. We don't want to start fines if we may eliminate them. I suggest we extend the fine waiver for an additional six months.

Charles: Yes that is a movement. Most who have waiver in the short term have extended into 2021. We need to evaluate the fine loss. We should not eliminate replacement fees.

We had \$12000 in fines in 2019 and \$5000 in 2020 (we suspended fines in July 2020)

Melinda: Are we considering fines on certain things?

Charles: We don't have fines in the budget for 2021. The site that eliminated it they had a revenue loss of 1% of their budget.

Melinda: We should consider the benefits of the good will and positive promotion. I went to a conference where there was a presentation on how they rolled it out and the goodwill.

Doug: There is a social and equity element to this decision. I would be interested in the studies you spoke about.

Silvia: I would like to see the studies. I would like to see how it will impact the budget.

Motion to extend our waiver of fines through July 1 2021.

Silvia Mancor moved to approve and Melinda Dermody seconded.

All present approved.

Browsing appointment proposal. Max: Charles please tell us what you think.

Charles: I like the thoughtfulness, the safety etc. I like the phased approach. I also like the consideration of the yellow, orange, and red zones in Onondaga. We are so close to the Orange zone. We also want it to be sustainable. We don't want to open then close again.

We can leave it on the agenda and revisit where covid is progressing in Onondaga county.

Silvia Mancor motioned to adjourn and Jaimie Ashe seconded

The December 17, 2020 meeting was adjourned at 6:38.

Minutes for this meeting will be approved at the January 2021 Board Meeting.