

## Community Library of DeWitt and Jamesville Library Minutes for February 15, 2018

**Present:** Caul Austin, James Trevvett, Mary Keib Smith, Lauryn Gouldin, Jamie Ashe, Susan Germain, Lydia Wasylenko Barbara MacDonald, Meisje Havens, Max Ruckdeschel, Doug Arena, Nina Brown

**Also Present:** Wendy Scott – Director

**Not in Attendance:** Jill Enright

February meeting called to order at 6:46

Approval of January 19, 2018 minutes:

Lydia moved to approve and Jaimie seconded

Nina and Lauryn abstained

### **Treasurer's Report**

Nothing to add to information presented during the annual meeting.

Meisje asked why we were below. We are under on payroll due to Marc leaving.

### **Director's report**

Wendy requested that we approve the NYS Library report

Motion to approve Lydia, Meisje seconded

All in attendance voted in favor.

Received Sen. Money

Submitted charter name

Heuber Breuer made a donation in the library's name to Crouse Opioid Treatment program.

Statistics:

Positive trend, digital circulation upward. We did hire part time digital and customer service librarian. She will be able to answer basic questions and will be able to schedule appointments for additional help. She will be based on the lower level.

Programming:

Code -apillars to program for toddlers. Spring break – community service project for the food pantry. Red Cross blood drive.

End panels in the children's room – cracks around corner (hardware) has developed. Brad will talk to the manufacturer to see if a solution can be found. We may need to go with a different company and direction. We are working to keep it as safe as possible.

Jamie —do we have a time table. No.

**Facilitates Report:** – Doug

ADA operators are installed and users are happy.

Donor Wall – Mary

We have some visuals about what it looks like. Two glass pieces with screen letters on the back of glass, silver lettering. Pricing is based on size. \$4800 and \$7000. Facilities would like to see samples before we give final go ahead. Installation is included. We may need special lighting and we need to look at that. The concept is nice. We should have an example for next meeting. New version is grid. Meisje asked if we could look for consistency – example & versus and. Wendy – how is it attached to the wall. It will have a stand off. We will try to make it line up with the wood grain.

Doug – sidewalk

Facilities met on Tuesday and Mary, Max and Doug had a meeting with the town and Tobin. The library would need to take the lead on the project. Facilities agreed that we should do this. Cost not known but expected to be \$30000 -\$35000. Town will handle engineering, permits and insurance cost after it is completed and will maintain it. Tobin will provide equipment. We would hire Tobin. We do not have to use prevailing wage.

Mary checked with our lawyer – Germain to verify that this is legal to do this way.

Lydia asked about the shed. We were planning on waiting.

Many don't like that we are picking up so much of the cost. This should be the Town's responsibility. Mary thinks that if this would hold this up for two years we need to focus on the patron's safety.

Nina is concerned that it won't go well. Doug would like to see the library get as much credit as possible.

Lauryn thinks that the library should spend money on library things. We should use the money for additional parking.

Max agrees that the Town should do it but we know that the Town will not do it in the near future. It will be less money if we do it now than if the Town does it later. With us as lead, we get to dictate some of the design to make them sidewalks not snow shelves.

Could we use this as leverage to get other things – crosswalks to bolder heights?

Jamie – it is our duty to make it more accessible. Springfield Gardens is an important place that needs access and transportation.

Can we use it as leverage for more crosswalks in general? Can we use this to see if the town will help us pressure Centro for the bus stop?

Doug – the Town is moving forward on the drawings. We need to make a motion tonight.  
Meisje – how can we do that without knowing the cost?

We could make a motion to limit it to \$35000. The town and Tobin are doing it in fixed cost. We were told it couldn't be down for the original \$25000 we set as our limit.

Nina - What happens if it goes over? We are the lead – it is on us. The permit from this is coming from the County.

Lydia - Given our fiduciary responsibility can we vote without a cost? Mary – we have done that with the construction project.

The Town's engineering costs are \$7000-10000 and the Materials about \$12000. Out of the \$71000. The vote tonight could say that we can go up to a certain amount but not that we are going to cut a check. The Town received complaints regarding the lack of a sidewalk. This is the only way to get it done in a timely manner.

Max – we need to have a motion that the library is willing to take the lead but we will not commit to it without the costs.

Nina – who is going to be drafting the contract? Tobin. Our attorney is Tobin's attorney. What are our other costs – attorney's fees? Could we donate to Tobin and they build this without the prevailing wage since they are private.

Can we get the patron's to pressure the Town?

Nina - It is a question of access.

Sam Gorden and Sam Young were who we met.

Can we make a suggestion list of things we want? Lauryn will review additional items that we want if the library takes the lead.

We are going to keep moving forward. We have a commitment from the Board to move forward with the idea of us taking the lead dependent on the cost.

## **Strategic Planning**

Lydia reviewed the plans and facilitators. Lydia knows one.

Is it a separate meeting with the facilitator? Do we have it as a separate meeting or in lieu of the meeting?

It will be a closed meeting after the normal meeting.

**New Business:**

Letter from an upset patron. The staff has identified this patron as a disruptive person. The question is will we allow Wendy to take a strong stance and bar him. The letter will be forwarded to the board. We will review and also check with our attorney. We will address this with Wendy.

**Motion to adjourn at 7:20**

Nina motioned and Doug seconded

These minutes were approved at the March 15, 2018 Board Meeting.