

Minutes: Community Library of Dewitt and Jamesville Board Meeting November 21, 2019

Present: Max Ruckdeschel, Jill Enright, James Trevett, Lydia Wasylenko, Barbara MacDonald, Susan Germain, Silvia Macor, Dominique Ricciardelli

Also present: Wendy Scott

Not Present: Lauryn Gouldin, Jaime Ashe, Doug Arena, Nina Brown

Meeting called to order 5:36.

Approval of October minutes Lydia moved and Silvia seconded.

Treasurer's Report: Wendy

Balance sheet reflects the levy. Will have surplus of \$10,000 to \$15,000.

Old Business:

Vote to approve the Resolution to Approve the Charter Change:

Susan moved

Silvia seconded

All present approved

The by-laws change requires nine people to approve. We need a motion to postpone the vote to when we have quorum.

Motion to postpone the bylaw change vote.

James moved and Lydia seconded

All present approved the postponement.

Vote to approve the 2020 Meeting schedule

Adjust the proposal for the February meeting until the 13th.

Motion to approve with 2020 schedule with the Feb meeting adjustment.

Dominique motioned, Jill seconded

All present approved.

Directors' Report:

New Business manager started.

Change to the submitted report – The self-check-out now works.

New Tech: Wonderbook. The book can read to you or the can set it for the discussion mode.

Example passed around.

Budget Review:

Fines continue to go down. OCPL is considering eliminating fines. We need to discuss. Wendy will research how it works in other areas that have implemented.

Fund drive: we have received \$7000. Many new donors through Paypal.

James: how did you increase your reach?

Wendy: The mailing when to the entire service area. It is on our social media and promoted at library events.

Library materials budget is the same but we have adjusted how it is distributed. New tech, large print and dvds are greater portions of the materials budget.

We will need to anticipate repairs and have the budget.

Barb: Should we add a line item for preventative maintenance?

Wendy: The facilities committee could discuss and plan the repair breakdown.

Computer software and other items: Polaris license, email licensing,

We under estimated the cost of service contracts: We didn't budget for the fire inspection. The cost of salting was higher.

Expanding programing. More sophisticated programs with people that charge fees. We are low to comparable libraries and we need to increase it. We are looking for grants but need to increase the budget.

Security contract it in the budget.

NYS minimum wage is increasing.

Adjusting a position to be Outreach coordinator. 3% increase for those not impacted by the NYS minimum wage increase. The overall budget increase is within the tax levy requirement

Max: There is a significant increase in the health care costs. Why?

Wendy: Two new people are being added to the insurance.

Max: Is 3% across the board sustainable?

Wendy: If we don't give that, we will lose people to civil service libraries where they are paid higher salaries.

James: I am concerned with the mortgage.

Max: I would like to renegotiate the mortgage. We currently have a huge penalty if we pre-pay. Saving enough money to pay it off would require \$250000 a year more. We would hope that Community Bank will enable us to refinance with them.

Silvia: I am surprised at the OCPL system charges.

Wendy: They manage Polaris, the online payment systems and have a full time resource.

Silvia: Does it include the interlibrary loan delivery system?

Wendy: Yes. The automated sorting and delivery system is amazing and is included. It would be more efficient and transparent if that portion of the system was separate. Having everything administrated through the central library is not common. The non-county library branches considered breaking away was too expensive.

Lydia: Is the coffee bar worth it?

Wendy: It is not a wash yet.

Max: I would like to see how it does over the cold weather period.

Lydia: How is the Friends' Donations show in the budget?

Wendy: It is in the program support line.

Max: We renewed the MOU. They did not like the name change.

Wendy: We will see if they can increase their program support

Max: If you have any questions or concerns, email the whole board or Max or Wendy. We would like to pass it in December.

December votes:

Budget

2% increase to the tax levy

Bring a proposal to exceed the tax cap. This is needed in case there is an issue.

60% of the board and need 51% of the of the public vote to pass the budget

Facilities: No substantive change. HB does not want to fix the glass.

The plans called for the laminated tempered glass or $\frac{3}{4}$ of an inch thick. The glass company said $\frac{3}{4}$ does not work with the installation system. They asked if they could change to $\frac{5}{8}$ thickness. The response was you could switch to $\frac{5}{8}$ glass and the glass company took that as they didn't need to use the laminated glass. We paid for the laminated glass. They have offered the difference in the price. We will have legal fee to support fighting this. Construction litigation is difficult. Discuss alternate options.

Motion to adjourn: Barb, Silvia seconded

Meeting ended at 7:15.

These minutes will be submitted for approval at the December 21, 2019 Board Meeting.

Note: The December meeting was cancelled. These minutes were approved at the January 16, 2020 meeting.