

## Community Library of DeWitt & Jamesville May 7, 2020 Special Board Meeting

Present:

Max Ruckdeschel, Jill Enright, James Trevvett, Barbara MacDonald, Jaime Ashe, Doug Arena, Anthony Marrone, Dominique Ricciardelli, Lisa Moore, Melinda Dermody, Ping Cong, Robin Young, Silvia Macor

Also Present: Wendy Scott

Not Present: None

Meeting called to order: 5:32

Meeting called to discuss our proposed resolution to change the funding proposition. Clarification, if we do not request an increase, we get the same funding as the previous year. The superintendent and the clerk reviewed and did not have any issues with the below proposal.

Our reasoning is that the physical building has been closed for two months. Who knows how long it will be before we can open the library and return to full service. Will people furloughed it will be hard to ask for a tax increase. The School board vote will be completely “by mail” and will mean that all eligible voters will have a ballot and may vote instead of just those interested in the school district.

Wendy revised the budget to eliminate the tax levy increase from 2019’s budget total.

Proposed revised budget:

The tax levy would revert to the 2019 tax levy. The 2019 tax levy was \$1,460,202.

Anticipate that fine income will be reduced due to the fine waivers and the elimination of the coffee bar. Wendy left the library materials budget alone but there will be adjustments to specific line items for purchased. We reviewed where we could reduce the tech line item but we will defer some purchases. Programming will focus on digital. All the OCPL will be doing digital/virtual programming for the summer reading program. The library staff will be doing more programming rather than outside speakers. Publicity will be less paper based.

Facilities – janitorial service and supplies – we don't want to cut that as we anticipate that will still be necessary.

Computer updates – we have eliminated some planned upgrades and new equipment.

We eliminated the security guard. We don't know what the scheduled hours will be. We can give them 30 days' notice to cancel the contract.

We have reduced staff increases from 3% to 2%.

Propose funding \$10,276 shortfall from Board Designated Account.

Max – We will be charged the full \$15,000 for the removal from the glass. That will also come out of the Board Designated Account.

Wendy - Curbside service. Member library directors did not know and were not consulted on the date of May 26<sup>th</sup>. It is unclear if the Member libraries can provide this service. If we are allowed to provide this service. The staff has been planning on curbside pick up. We would schedule the service to timed pick up so there is no contact with staff. We would start with existing holds.

Jill – how will we handle interlibrary loan. Wendy – it is not clear. Some libraries will only work with their collections.

Melinda – I was drafting of the SU touchless curbside plan.

Anthony - Ryan McMahon is hosting a webinar for reopening.

Barb – What is the plan for returns? Wendy – the material will be quarantined for three days before being checked in.

Max – Are there any questions? – There were no questions.

Proposed Resolution:

**WHEREAS**, on January 16, 2020 the Board of Trustees of the Library met and approved a funding proposition to be submitted to the Jamesville-DeWitt Central School District to be placed on the next school district ballot in the aggregate sum

of \$1,489,406, which sum is an increase of \$29,204 over the 2019 proposition for the purpose of funding the Library; and

**WHEREAS**, on March 16, 2020 the Board of Trustees of the Library met and approved the closure of the Library to the public as of that date and until further notice due to the COVID-19 pandemic; and

**WHEREAS**, the Governor’s “New York State on Pause” Executive Order prevents the reopening of the Library; and now, therefore, be it

**RESOLVED**, that the Library hereby requests the withdrawal of the funding proposition approved on January 16, 2020 and previously submitted to the Jamesville-DeWitt Central School District ; and, be it further

**RESOLVED**, that the Library will not submit a funding proposition to the Jamesville-DeWitt Central School District to be placed on the next school district ballot[

Motion to approve the above resolution:

Silvia Moved, Dominique Seconded

Votes for: All

Motion to amend the budget per Wendy’s revised proposed budget.

Melina moved and Robin seconded

Votes for: ALL

Max – Should we have our regular meeting? It was agreed that we should have a meeting. Anthony will set up the ZOOM call. James motioned to adjourn and Lisa seconded

The special meeting was adjourned at 5:59.

These minutes were approved at the May 21, 2020 Board Meeting.

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