

## DeWitt Community Library Minutes for 18MAY17 Final

### Present

Max Ruckdeschel, , Mary Keib Smith, Lauryn Gouldin, Nina Brown, Barbara MacDonald, , Lydia Wasylenko, , Susan Germain, Jill Enright, James Trevvett, Doug Arena, Carl Austin, Jaimee Ashe

Also present Wendy Scott

Not Present - Meisje Havens,

The Meeting was called to order at 5:38

Previous minutes - Move to approve

Fundraising: Considering getting pavers for people that donate \$150 or above. Fundraising committee is working on getting a discount on the pavers. Suggestion to move the recognition inside as the snow is an issue. Key is that we would like to recognize \$150. Donations received by July 1<sup>st</sup> will be recognized in some way at the opening. We need to make a decision to pour the cement soon.

Suggestion to put an advertisement in the DeWitt Times with all the donors listed.

### Director's Report

We do not need temporary shelving. Cost of removing existing shelving and painting it is the same as new shelving.

Sculptor happy with the space.

Mural for the Children's Room.

Muralist – Jacob Brodsky (11000 – acrylic house paint) or Eliot Mattice Kathy Maio (7450 – professional acrylic paint, can start earlier). Both artists went to JD. Are the artists responsible for the design? – the plan is for the children's librarians to make suggestions. Suggestion that it should tie into the Erie Canal, timeless, hoping for reference to the area, able to broad range of ages. Suggestion to hire Elliot. Hueber Breuer can wait to install that area of shelving

Move to Hire Elliot Mattice - Nina, Lydia seconded, Jill abstained – all other voted in favor.

Café – Spoke with Ken Mack of Provisions

They would like to meet with Hueber Breuer and King & King regarding the space.

Provisions would like to try 10-1 Tues-Sat. They would start with pastries, muffins, coffee, and increase offerings as they get a better sense of demand. Agreement will be for a year. They are working on a letter of intent. It would be staffed with a Provision staff member and an employee. It would be an experienced employee who has worked at the downtown location. Provisions will get the health inspection. They will use their branding.

We need to decide on the closure of the library for the move.

Executive director suggestion for timeline:

Close Shoppingtown location on August 3<sup>rd</sup>. August 7<sup>th</sup> is the move week. Week of August 14<sup>th</sup> is set up week. Closed 3Aug-19Aug. Soft opening on 21Aug17. VIP event Friday 25<sup>th</sup> 5-7 or 6-8. Children invited and there will be activity. Grand opening Saturday 26AUG17.

Motion to approving closing the library from 3AUG-19AUG. Jamie approved second Susan. All in favor.

Address is 5110 Jamesville Road Jamesville NY 13078

Treasurer's report: -

Cash position 1.2 million. We are going to draw the on line for the construction.

We are at application payment #9. We will be at almost 1.5 million in the line of credit. We are favorable year to date because we are in the smaller facility. We are currently under budget for the GMP.

Questions: None

Committee Reports

Facilities:

Panels on the roof will be there this week. One small issue. TOD inspector wants markers at 30 and 60 on the glass. Doors and window will be marked for internal doors. Need to determine if this actually applies. Thursday the 25<sup>th</sup> 9:30 is the next owners meeting

Nina – committee chair – let us know if you need more people

Public relations team – do we need this to be a new committee?

Personnel – we need the rest of the questionnaires

Nominations:

Old Business – Logo vote - Mark 2 was chosen

New Business

Lease is up at the end of July but we will have the month of August. Signage will be removed from Mall. Working on the exterior drop removal.

Motion to adjourn at 7PM Mary , Nina

These minutes will be submitted for approval at the June meeting.

These minutes were approved at the 15 June 2017 meeting.