

Community Library of DeWitt & Jamesville Board Meeting Minutes November 16, 2023

Present: Melinda Dermody, Max Ruckdeschel, Barbara MacDonald, Silvia Mancor, Dan Malay, Katie Centolella, Teddy Lewandowski (left at 6:03), James Trevvett, Tia Wright (arrived 5:36) Cathryn McVeary (arrived 5:45)

Also Present: Charles Diede

Meeting started at 5:33

Approval of October Minutes

Silvia moved and Katie seconded minutes

All present approved.

President's Report:

We do we stand with potential members?

Max - there are two options that Melinda has identified.

Tia has someone that is interested.

That covers the three that are terming off.

We will need to fill vacancies.

Motion to Approval 2024 Holiday Schedule.

Katie moved Tia seconded

All present approved.

State aid for library construction program assurances.

Motion to approve that the authentication of application was read and duly adopted by the Community Library of DeWitt and Jamesville at a legal meeting on 16 November 2023.

James moved and Dan approved

All present approved.

Treasurer's Report:

Approval of the cost of the reconciliation to be performed October, November and December.

Revising the engagement letter to include October, November and December.

Teddy moved and Katie seconded.

All approved except Tia who abstained.

27.5 hours for a cost of \$2750

Motion to “refund” the cash reserves of the board designated funds and create a sub account at the bank. The board authorizes Charles Diede to move \$385,000 to the board designated sub account.

Katie moved and Silvia seconded
All present approved (Ted left before the vote)

Tia- why do we still have fines? Charles - other libraries do collect fines and if one of our books is returned elsewhere, they collect the fine per their policy.

We have more money than expected from copy machines.

Materials - Charles said we will catch up with some purchases in November and December.

Payroll is under budget due to rolling vacancies.

Motion to approve the financials

Cathryn moves and Max approved.

All present approved.

Facilities:

The leak was found. It is the insulation underneath the green roof. We have test data to sent to Apple roofing for the roof to submit a claim to Carlisle Roof System.

Budget propoasal:

Charles - last year was odd because we were still under budget for salaries because of open roles. We only have an additional \$30000 from the tax levy.

Teddy is going to work on fundraising next year. The bids and ticket sales were over \$1900 and we have additional monies from the continual raffle sales.

We have always budgeting close to zero.

We need to create a budget line item for bigger maintenance. The original plan for the board designated funds was for the building. We could do a separate capital budget.

New Business: None.

Old Business: None

Motion to adjourn Silvia dan

Meeting adjourned at 6:33

The minutes for this meeting will be approved at the December meeting.

