

**Somers Library Board of Trustees
PO Box 443
Somers, New York 10589**

**MEETING MINUTES
April 11, 2018**

President Hasl called the meeting to order at 7:40 p.m.

The members present were: Ian Carnow, Jim Hasl, Laura Parisi, Ann Westerman, and Christine Williamson-Canavan.

Library Director Andrew Farber was also present.

Approval of Minutes

A motion was made by Mrs. Westerman and seconded by Mrs. Parisi to approve the March 13, 2018 meeting minutes as submitted. All were in favor.

Announcements and Correspondences

The WLS Trustee Institute is offering a program on May 2nd at 6:15 p.m. in the Mamaroneck Library entitled *Community Collaboration: Why it is Essential to the work of Libraries* and will be presented by Elena Falcone, WLS' Director of Public Innovation and Engagement. Mr. Hasl encourages Board attendance at these events.

Public Comment

There was no Public Comment this evening.

Treasurer's Report

The Treasurer's Report was presented. Copies of the Abstract of Audited Vouchers #4, and Somers Library Vouchers were distributed. Mrs. Westerman made a motion to approve the Abstract of Audited Vouchers #4, dated April 11, 2018 in the amount of \$76,241.99, which included voucher numbers 92781 to 92816. The motion was seconded by Mrs. Parisi. All were in favor.

The contractual amount spent this past month was \$20,607.00. The largest expenditures were: Baker & Taylor Books (books) \$3,519; CIA Security (additional devices and quarterly service charges) \$3,285; and Almeida Oil (oil) \$2,828.00. Payroll and benefit charges were \$52,231.46. Total Library spending for all accounts was \$76,241.99.

\$3,403.53 was spent out of the Gift Fund, \$2,400.00 for the architect for the bathroom renovation project and \$1,003.53 for programs.

Director's Report

STATISTICS:

The Adult department had 1,358 reference transactions this month and hosted 13 programs with a total attendance of 125 people.

The Children's department had 762 reference transactions this month and hosted 34 programs with a total attendance of 1,062 people.

The Young Adult department has 16 programs with an attendance of 149 people.

The Somers Library loaned 10,687 items this month, 1,057 electronic items were loaned, and there were 186 uses of the public computers. Niche Academy has been used 44 times this month. 675 people connected to the Library's wireless network.

14,892 people visited the Library this month, which is higher than last month even with the Library being closed due to the local power outages. The program and conference rooms were used 26 times by outside groups.

PERSONNEL:

Resumes have been received for the part time library clerk position and interviews will begin shortly.

BUILDING:

Although the Library lost power and heat during the storms, thankfully there was not damage to the pipes. Once power was restored the heat and water came back online without any issues.

The HVAC unit for the program room has a bad power relay. Parts have been ordered.

Chuck Dammeyer installed shelving near where the tax forms are located. Plans are to put board games there as well as bongo drums, ukulele, bird watching and astronomy kits.

MISCELLANEOUS:

The college prep programming has been very well received. During the first quarter of the year, six college prep programs were offered averaging 30 people each. Two additional will be available in April and one in May. The community seems to be very interested in this type of programming and the Library is making an effort to keep these types of classes on the schedule.

Val Herman and Tara Ferretti have started creating a circulating board game collection. They already have about 10 games that Mrs. Ferretti donated from the games she has acquired for teens.

Vicki DiSanto met with Julie Rios and will be her advisor for her Silver Girl Scout Award.

Mrs. DiSanto was a Guest Reader during the week of March 26th and met the library classes at Primrose Elementary School to read stories, as well as to promote the Somers Library programs and services.

Mrs. Herman has been working on a new booklet (approximately 30 pages) for Reader's Advisory. She will put them together in a binder once supplies have come in. One copy will be at the Reference Desk, and the other near the new books.

In addition, Mrs. Herman has also created a new "New Romance Paperback" section. It is located on the top shelf right above the romance paperbacks.

The Somers Library Social Media continues to grow:

- Facebook: 993 followers
- Somers Seed Lending Library: 167 followers
- Twitter: 7,685 followers
- Twitter Posts: 66,000+
- Pinterest: 51,289 followers/270+ boards/33,360 pins
- Blog Views: 12,862

Mr. Farber shared a copy of a Somers Library Reader's Request's flyer that Mrs. Herman created. Completed forms can be returned to the Reference Desk.

In closing, Mr. Farber wanted the Trustees to know that both the Mamaroneck and White Plains libraries are no longer charging fines for juvenile items being returned after the due date.

OLD BUSINESS

Book Sale – The plans for the Book Sale are going well. Volunteers are still needed if any of the Trustees are able to assist.

NEW BUSINESS

Board Game Lending Policy – Mr. Farber shared a draft of a Board Game Lending Policy. Two changes were made. A motion was made by Mr. Hasl to approve the Board Game Lending Policy as amended. Mrs. Williamson-Canavan seconded the motion. All were in favor.

The meeting was adjourned at 8:40 p.m. The Trustees will meet next on Wednesday, May 9th at 7:30 p.m. in the Library.

Respectfully submitted,

Denise Schirmer, Secretary
Somers Library Board of Trustees

cc: Library Board of Trustees
Town Board
Town Clerk
Director of Finance