

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

**MEETING MINUTES
September 12, 2018**

President Hasl called the meeting to order at 7:35 p.m.

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

Approval of Minutes

A motion was made by Mrs. Williamson-Canavan and seconded by Mrs. Parisi to approve the August 15, 2018 meeting minutes as submitted. All were in favor except Mr. Carnow who abstained.

Announcements and Correspondences

The 2019 Budget Hearings with the Town Board will be held on October 16th and 17th in the afternoon. An evening session will be requested as all the Trustees are volunteers and work during the day.

The Westchester Library System Trustee Institute will be hosting a workshop on October 4th at the Mt. Kisco Library starting at 6:00 p.m. It is entitled "The Roles of Trustees and Directors". The presenter is Pioneer Library System Executive Director Laura Moore. All Board members are encouraged to attend if they can.

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 #9, and Somers Library Vouchers were distributed. Mrs. Westerman made a motion to approve the Abstract of Audited Vouchers #9, dated September 12, 2018 in the amount of \$70,103.14, which included voucher numbers 94180 to 94202. The motion was seconded by Mrs. Williamson-Canavan. All were in favor.

The contractual amount spent this past month was \$13,571.57. The largest expenditures were: Baker & Taylor Books (books) \$3,227; Gumdrop Books (books) \$1,706; Broad Reach (books) \$1,346 and NYSEG (electricity) \$1,311. Payroll and benefit charges were \$55,332.39. Total Library spending for all accounts was \$70,103.14.

\$1,199.18 was spent out of the Gift Fund for programs. There was an interest payment of \$22.91. There was a transfer in the amount of \$95.08 to the General Fund to cover last month's program spending.

A motion was made by Mrs. Westerman and seconded by Mr. Carnow to transfer \$59,864 from the Somers Library General Account to Account #590170708 to pay Wisner Home Remodeling for the Library window replacements. All were in favor.

On June 1, 2018, the Town of Somers transferred \$300,000 from the Somers Library General Account at Chase Bank to a Town of Somers Finance Department Account at Signature Bank at an interest rate of 1.11%. As of August 31, 2018, the carry forward was \$300,909.68 as per Carolyn Brush.

On August 13, 2018, Supervisor Morrissey issued the 2019 budget request, due by September 5, 2018. Supervisor Morrissey has stated that there will be a ZERO increase to the 2019 budget, although there are expected significant increases to the Library including a 250% cleaning cost increase. Mr. Farber submitted the budget on September 5th.

Director's Report

STATISTICS:

The Adult department had 1,409 reference transactions this month and hosted 15 programs with a total attendance of 140 people.

The Children's department had 1,278 reference transactions this month and hosted 25 programs with a total attendance of 444 people.

The Young Adult department had 12 programs with an attendance of 118 people.

The Somers Library loaned 12,999 items this month, 1,736 electronic items were loaned, and there were 247 uses of the public computers. Niche Academy has been used 62 times this month. 725 people connected to our wireless network.

18,515 people visited the Library this month. Our program and conference rooms were used 23 times by outside groups.

Thanks to the hard work of the Library staff and a partnership with the Heritage Hills Library, the Somers Library has increased their cardholders by over 5% this year. So far in 2018 over 1,100 new Library cards have been created and it continues to be a work in progress. This will be one of the Library's busiest years yet. Anne Dehn and Diane Montero-Heyert have been the primary workers assigned to this project. Outreach will resume in the fall, and everyone is excited to be adding new locations to the training sessions.

PERSONNEL:

Marie Pierre has been approved for an external transfer by Westchester County Civil Service. She will be the new Young Adult Librarian, with a start date still to be determined.

Two new Pages, Ethan Cukaj and Terre Thomas have been brought on to replace Deana Collins and Jena Blair.

Susan Greenman is leaving at the end of the month.

Additional substitutes will be secured.

BUILDING:

The new cleaning company will be starting in September as per the Town's contract.

The new flashing installed by Chuck Dammeyer has helped reduce the water issue in the program room. There are still minor water issues, but the major flooding seems to be solved. An estimate has not yet been secured to replace or repair the gutters that have been causing this ongoing issue.

MISCELLANEOUS:

The Westchester Library System's annual Battle of the Books will be happening in October. The Somers Library has both a Children's and Teen team this year, which the Librarians have been diligently working with. This is a massive literary event that pits communities from all over Westchester against each other in a positive and educational competition.

The Somers Library will be participating in the Somers Chamber of Commerce's annual Celebrate Somers event on September 22nd.

The Somers Library Foundation will be having their annual fund-raising 5K Run/Race on September 30th.

Mr. Farber shared a flyer with the Trustees that the North Castle Library Board disseminates to their residents.

OLD BUSINESS

Architect Discussion Regarding Remaining Library Projects Update – Mr. Carnow, Mr. Hasl and Mr. Farber met prior to the meeting to discuss a proposal received from Architect Ron Costantino (who did the bathroom project) regarding a variety of Library projects that will take place over the next 3 to 4 years. Mr. Carnow will speak to Mr. Costantino to clarify a few things.

NEW BUSINESS

There was no New Business this evening.

The meeting was adjourned at 9:00 p.m. The Trustees will meet next on Wednesday, October 17th 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