

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

**MEETING MINUTES
February 13, 2019**

President Hasl called the meeting to order at 7:30 p.m.

The members present were: Jim Hasl, Laura Parisi, and Ann Westerman.

Ian Carnow and Christine Williamson-Canavan were absent.

Approval of Minutes

A motion was made by Mrs. Westerman and seconded by Mrs. Parisi to approve the January 16, 2019 meeting minutes as submitted. All were in favor.

Announcements and Correspondences

There were no Announcements and Correspondences this month.

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 #2, and Somers Library Vouchers were distributed. Mrs. Westerman made a motion to approve the Abstract of Audited Vouchers #2, dated February 13, 2019 in the amount of \$80,034.37, which included voucher numbers 95634 to 95664. The motion was seconded by Mrs. Parisi. All were in favor.

The contractual amount spent this past month was \$19,797.64. The largest expenditures were: Overdrive (library services/ebooks) \$6,011; Baker & Taylor Books (books) \$2,823; Midwest Tapes (library materials) \$2,423; and Integrated Maintenance Solutions (cleaning) \$2,423. Payroll and benefit charges were \$54,814.99. Total Library spending for all accounts was \$80,034.37.

\$5,421.74 was spent out of the Gift Fund for programs for WMW Architects \$4,500, NV Projects, LLC \$600 and programs \$321.74.

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 February 5, 2019, the carry forward was \$303,147.70 (\$301,397.07 at NY Class and \$1,750.72 at Signature) as per Carolyn Brush in the Finance Department. A payment to workers comp was taken from the Signature Bank Account in the amount of \$118.65.

Director's Report

STATISTICS:

The Adult department had 1,253 reference transactions this month and hosted 31 programs with a total attendance of 319 people.

The Children's department had 797 reference transactions this month and hosted 38 programs with a total attendance of 383 people.

The Young Adult department hosted 14 programs with an attendance of 123 people.

The Somers Library loaned 10,636 items this month, 1,950 electronic items were loaned, and there were 220 uses of the public computers. Niche Academy has been used 54 times this month. 763 people connected to our wireless network.

13,890 people visited the Library this month as counted by the door counter, but the side entrance counter was broken for part of the month. The actual patron count would have been higher than this number reflects. The program and conference rooms were used 22 times by outside groups.

PERSONNEL:

The staff have been participating in multiple training courses to prepare for the new ILS system that will be in place March 14th. All of the staff, other than pages, have been included in this training, and will continue to attend sessions as they become available.

BUILDING:

There have been continued issues with the HVAC system. The system is overheating two areas of the Library, bringing the temperatures to 85 degrees. The air handlers in those areas had to be manually shut off.

MISCELLANEOUS:

The Library has received the last round of funding for the museum pass program from Senator Murphy. The Library is currently determining which museum passes to purchase for the coming year.

During Marie Pierre's first Teen Advisory Group meeting a teen services survey to gain feedback about the YA collection and programs was developed. In her informal conversations with tweens and teens, they would like a book club, more college prep, and to play outside. The data is still in the process of being collected.

Ms. Pierre met with the Somers High School Librarian Pamela Read and PTA member Valerie Durso when she attended the Volunteer Fair on February 8th.

The Library has formed a new partnership with ARC of Westchester/Choices Neighborhood, who provides services for highly functioning developmentally disabled young adults that are between 6th and 7th grades academically. The group of 8 will

meet for the first time on February 22nd for an orientation and tour. Moving forward meetings should be held monthly. They have expressed an interest in food, simple STEAM, occupational literacy projects, reading, and other programs together.

Mr. Farber has started training to complete the State annual report.

Tara Ferretti is continuing her outreach and training sessions at Heritage Hills.

In 2018, the number of card holders increased 13.91%, going from 9,200 to 10,480.

OLD BUSINESS

There was no Old Business this evening.

NEW BUSINESS

Somers Library Foundation – Mr. Farber reported that the Foundation will have the Book Sale on April 24 to 26, 2020. A Memorandum of Understanding will be created. They did a mailing and are also working on sending an email blast. Mr. Hasl will be attending their March meeting.

The meeting was adjourned at 8:00 p.m. The Trustees will meet next on Wednesday, March 20th 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