

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

**MEETING MINUTES
June 19, 2019**

President Hasl called the meeting to order at 9:00 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. Westerman and seconded by Mr. Carnow to approve the May 15, 2019 meeting minutes as submitted. All were in favor.

Announcements and Correspondences

There were no Announcements or Correspondences this evening.

Public Comment

There was no Public present this evening.

Treasurer's Report

The Treasurer's Report was presented. Copies of the Abstract of Audited Vouchers #6, and Somers Library Vouchers were distributed. Mrs. Westerman made a motion to approve the Abstract of Audited Vouchers #6, dated June 19, 2019 in the amount of \$94,014.99, which included voucher numbers 96684 to 96716. The motion was seconded by Mrs. Parisi. All were in favor.

The contractual amount spent this past month was \$18,839.09. The largest expenditures were: Baker & Taylor Books (books) \$3,610; SEBCO Books (books) \$2,980; Integrated Maintenance Solutions (cleaning) \$2,423; and Almeida Oil (fuel) \$1,989. Payroll and benefit charges were \$75,175.90. Total Library spending for all accounts was \$94,014.99.

\$0 was spent out of the Gift Fund for programs and interest incurred of \$4.81.

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%. The Town of Somers then transferred the \$300,000 in principal to NY Class in November for a 2.15% interest rate. Then the Town of Somers transferred \$600,000 to NY Class on May 13, 2019. As of June 3, 2019, the carry forward was \$830,771.07 (\$829,771.07 at NY Class and \$1,759.80 at Signature) as per Carolyn Brush in the Finance Department.

On January 3, 2019, the Town of Somers transferred \$137,200.00 from the Somers Library Gift Fund Account at Chase Bank to a Town of Somers Finance Department Account/NY Class Readers Digest at a NY Class. The total is \$138,481.97.

Director's Report

STATISTICS:

The Adult department had 1,109 reference transactions this month and hosted 36 programs with a total attendance of 477 people.

The Children's department had 392 reference transactions this month and hosted 32 programs with a total attendance of 669 people.

The Young Adult department hosted 19 programs with an attendance of 98 people.

The Somers Library loaned 10,144 items this month, 1,644 electronic items were loaned, and there were 233 uses of the public computers. Niche Academy has been used 19 times this month. WLS has not yet submitted the statistics for the WiFi usage.

16,225 people visited the Library this month as counted by the door counter. Our program and conference rooms were used 23 times by outside groups.

PERSONNEL:

Marie Pierre is no longer employed by the Somers Library.

Nicole Rinaldi and Ben Adler have resigned from their positions as library pages.

Tanya Nadas has found permanent employment and has resigned from her position as substitute librarian.

Staff are currently signing up for the sexual harassment workshops offered by WLS to fulfill NYS requirements. The Town is making arrangements to have an on-line portal available so that training can be taken after hours, especially for the pages.

BUILDING:

There continues to be HVAC issues in the building which the Assistant Building Inspector reviewed with the contracted HVAC provider.

Mr. Farber would like to apply for a construction grant to fix the gutters. Building Inspector Tom Tooma is assisting him with getting quotes. Mr. Carnow may also have some contacts in this regard.

Mr. Farber will work on getting quotes for a generator.

MISCELLANEOUS:

The 1st Grade Tours took place on May 20 and 21. 175 children participated and 146

new library cards were issued. Thank you letters have been sent to all who helped to make this program a success.

Vicki DiSanto is working with Primrose and Assistant Superintendent Julie Gherardi on a summer reading initiative called "Curriculum as Window and Mirrors". This reading list will be incorporated into the Primrose reading suggested list.

Mrs. DiSanto is continuing to supply books and other materials for a just-turned-five-years old young boy suffering from leukemia.

The TAG group created "We Created Cat Tug Toys" with the Briarcliff SCPA. Joanne Widmeyer was on hand to talk to the group about the importance of being an animal advocate, and understanding the way animals communicate with us.

With the help of a volunteer, we were able to freshen the appearance of the Children's garden and the front of the library.

Tara Ferretti has been working on a collaboration lecture series, Famous Women Artists, offering older adults an educational lecture series that explores the art, personal life, and artistic impact of women artists (Mary Cassatt, Berthe Morriissett, Camille Claudel, Georgia O'Keeffe, Frida Kahlo, and Sally Mann). This is a 4-week presentation offered on four consecutive Fridays in the fall, from 12:00 to 2:00 p.m. Mrs. Ferretti reached out to Hannah Gross, the Program Specialist and Livable Communities Connection (LCC) Coordinator of the Division of Workforce Development and Community Education at Westchester Community College. She had grant money through the Mainstream for Seniors Program to do an art lecture series. In order to comply with the grant, 20 of the 35 maximum attendees have to be aged 60+ and at least a quarter of them have to be low income. Mrs. Ferretti needs to reach out to some of the low-income seniors (criteria for the grant money). It was suggested she collaborate with Barbara Taberer of the Somers Seniors Center to get the word out. Because the Library is a recipient of the grant money, the program is free for the Library, but there must be an agreement to host a similar program in the future. The Library will be presenting a 2-week program in the early spring of 2020 (subject and date to be determined).

OLD BUSINESS

2018 State Annual Report Update – All Board members were given a copy of the Annual Report for their review. A motion was made by Mr. Hasl to approve the 2018 State Annual Report as submitted. Mrs. Williamson-Canavan seconded the motion. All were in favor.

Building Plans Update – Mr. Carnow provided an update to the status of the Master Plan and building HVAC systems assessment. The HVAC system assessment report was received and will be forwarded along with a copy of the existing conditions building plans to Tom Tooma, Building Inspector. Mr. Carnow also noted that a meeting with the

Architect and Interior Designer will be scheduled soon to review the Master Plan and that a photo realistic rendering or 3D virtual tour of the proposed changes may be a good next step to aid in fundraising and to obtain comments from the public.

NEW BUSINESS

Patron Behavior Policy – A minor modification has to be made to the Patron Behavior Policy with regard to providing food for programs. A motion was made by Mrs. Parisi to change the policy from the Library providing the food for programs to allowing the participant to bring food in for a program under the discretion of the Librarians. Mrs. Westerman seconded the motion. All were in favor.

Marie Pierre – A motion was made by Mr. Carnow that the Library Board of Trustees acknowledges that staff member Marie Pierre failed probation and has been terminated effective June 26, 2019 by the Library Director. A motion was made to approve final payment including vacation pay. Mrs. Parisi seconded the motion. All were in favor.

Available Substitute Part-Time Librarian 1 – A motion was made by Mrs. Westerman that the following Available Substitute Part-Time Librarian 1 staff have ended their employment: James Corry, Susan Kramer and Robin Stettmisch as they have not worked in over a year. Mr. Carnow seconded the motion. All were in favor.

Available Part-Time Librarian 1 – A motion was made by Mrs. Williamson-Canavan that Marcy Dressler has ended her employment as Available Part-Time Librarian 1. Mrs. Westerman seconded the motion. All were in favor.

The meeting was adjourned at 9:40 p.m. The Trustees will meet next on Wednesday, July 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