

**SOMERS LIBRARY BOARD OF TRUSTEES
PO Box 443
Somers, NY10589**

**MEETING MINUTES
January 8, 2014**

President Hasl called the meeting to order at 8:00 p.m.

The members present were: Ian Carnow, Paula Chamoun, Jim Hasl, Liz Mignardi, Laura Parisi, Jean Reidy, Ann Westerman, and Christine Williamson-Canavan.

Library Director Patricia Miller was also in attendance.

Approval of Minutes

Mrs. Westerman made a motion to approve the minutes of the monthly meeting held on December 11, 2013 as submitted. All were in favor.

Announcements and Correspondence

Thank you cards were received from the staff and Mrs. Miller for their holiday gifts from the Board.

Mr. Hasl shared some WLS Webinars that he thought would be beneficial for the Trustees to participate in.

A thank you note was received from the Ha Ha Sisterhood Book Club for the Library's support of that program.

Energize NY also sent a thank you for the Library's willingness to collaborate with them.

Treasurer's Report

The Treasurer's Report was presented. Copies of the Abstract of Audited Vouchers #1 and the Somers Library Vouchers were distributed. Mrs. Westerman made a motion to approve the Abstract of Audited Vouchers #1, dated January 8, 2014 in the amount of \$71,655.40, which included voucher numbers 78252 to 78282. All were in favor.

The contractual amount spent this past month was \$18,572.67 and \$16,143.56 or 87% of this discretionary spending, went to the business of the Library (books, reading material, etc.). The largest expenditures were: WT Cox (magazine subscriptions) \$4,676; Inner Space Systems (shelving) \$2,702; and Baker and Taylor Books (books and library materials) \$2,274. Payroll and benefits charges were \$53,082.73. Total Library spending for all accounts was \$71,655.40.

DIRECTOR'S REPORT AND STAFF MEETING MINUTES

All Trustees received a copy of Mrs. Miller's Monthly Report. A staff meeting was not held in December.

A motion was made by Mrs. Mignardi to increase the hourly salaries for Library Pages Anika Jagow and Manisha Kunala from \$8.00 to \$8.28 per hour in line with salaries for all the Library Pages; to increase Holly Rivlin's hourly rate to \$25.54 in line with other Substitute Librarians; to accept the resignation of Susan Greenman Senior Library Clerk (L7410.4317) effective January 16, 2014; to promote Edith Felis from Senior Library Clerk PT to Senior Library Clerk FT provisional with an annual salary of \$38,523, pending her fulfillment of Civil Service requirements; and to hire Susan Greenman as a Substitute Library Clerk (L7410.4362) at an hourly rate of \$13.91 per hour. All in were in favor.

Mrs. Miller met with Assistant Building Inspector Tom Tooma and Carl Fanelli of CF Air to discuss the HVAC heating re-wiring proposal that he submitted on November 4, 2013. Mrs. Miller had requested counter proposals from Bell Heating several times since November 4 and from Johnson Controls on December 8. To date she has not received alternative quotes.

Due to the extreme cold weather, the Library had no heat or running water on Saturday, January 4. Most heat was restored by the end of the day. Some baseboards still had no heat on Sunday, January 5, but a service was requested for the 6th of January.

The Friend's concert scheduled for December 15 had to be cancelled due to snow, but was rescheduled for January 5.

The Writing groups, led by Linda Spear, finished their fall meetings on December 23. Ms. Spear and Mrs. Miller wrote final reports to Poets and Writers Inc., as required by the grant.

Circulation Statistics – The monthly circulation and Overdrive statistics were distributed and reviewed. December's numbers were down a bit most probably due to the snow closings and holidays.

Somers Library Foundation

There was no update this evening.

Friends of the Somers Library

Mrs. Miller reported that all but one of her requests of the Friends was approved. A new membership campaign was launched this week and the annual appeal will be done shortly.

NEW BUSINESS

2014 Board Priorities – After discussion and review, all agreed that the priorities for 2014 will include a Long Range Plan under the leadership of Mr. Carnow to include budget, building, personnel and technology as part of a 5 to 10 year plan; Community Outreach with Mrs. Parisi as the overseer; and Sustainable Funding. Whenever possible, additional assistance from the patrons and residents will be solicited.

Rebekkah Smith Aldrich – Proposal Review and Next Steps – Mr. Hasl met with Ms. Smith Aldrich. A proposal was received and shared with the Trustees. The hope is to meet with her in February. Mr. Hasl will discuss who and how many should attend.

Trustee Criteria Search – This topic will be discussed at the February meeting as Mr. Hasl is still doing some research.

The meeting was adjourned at 10:00 p.m. The next meeting will take place on Wednesday, February 12, 2014 at 7:30 p.m. in the Library.

Respectfully submitted,

Denise Schirmer, Secretary
Somers Library Board of Trustees

cc: Library Board of Trustees
Library Director
Town Board
Town Clerk
Director of Finance
Friends of the Somers Library
Somers Library Foundation