

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

**MEETING MINUTES  
October 14, 2015**

President Hasl called the meeting to order at 7:45 p.m.

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

Library Director Andrew Farber was also present.

**Approval of Minutes**

Mrs. Mignardi made a motion to approve the minutes of the meeting held on September 9, 2015 as submitted. All were in favor.

**Announcements and Correspondences**

There were no Announcements and Correspondences this evening.

**Treasurer's Report**

The Treasurer's Report was presented. Copies of the Abstract of Audited Vouchers #10, and Somers Library Vouchers were distributed. Mr. Hasl made a motion to approve the Abstract of Audited Vouchers #10, dated October 14, 2015 in the amount of \$58,726.62, which included voucher numbers 84458 to 84478. All were in favor.

The contractual amount spent this past month was \$10,006.97. The largest expenditures were: Baker and Taylor Books (library materials) \$2,958; and NYSEG (electric) \$1,597.26. Payroll and benefit charges were \$48,569.65. Total Library spending for all accounts was \$58,726.62.

The Library Budget Hearing will take place on Friday, October 23 with the Town Board.

**Director's Report**

**Soccerfest** – Unlike in past years, the Library will be closed on Saturday, October 17 for Soccerfest regardless of whether or not the event is cancelled due to inclement weather.

**Adult Art and AARP Class Fees** – Moving forward the instructors for the Adult Art and AARP classes will collect the material fees, rather than the Library staff.

**Senator Murphy Grant Money** – The Library has received the \$5,000 for the grant given by Senator Murphy's office.

**Caretaker Collection Donation** – Mr. Zellner made another donation in the amount of \$500 to the Caretaker Collection in memory of his wife.

**Battle of the Books** – The Library will have a team at the Battle of the Books on October 17 at the Ossining High School. Mr. Farber will be present.

**Display Policy** – Mr. Farber would like to update the Display Policy to specify the exact dimensions, materials, and type of signs allowed to be posted in the Library.

**Statistics** – The Adult department had 1,558 reference transactions this month, and hosted 19 programs with a total attendance of 431 people. This does not include the weekend concerts, as those attendance figures have not yet been received.

The Children's department had 32 programs with a total attendance of 1,000 people.

For electronic resources, 914 items were borrowed from Overdrive, 340 uses of the public computers, and almost 55,000 followers on social media.

The Library circulated 11,214 items in the month of September, up 1.4% from last year, and had 17,658 visitors counted by the people counter.

**Building:**

ARCO has continued their work in the Library, with the carpets being cleaned, the tiles being stripped and resurfaced, and the windows and screens being washed. The Library is noticeably cleaner than it previously was, and multiple patrons have commented on this.

CIA Security has upgraded the intrusion system, modernizing it and updating the sensors. The new system allows each staff member to have their own code, the ability to periodically change the public code, and allow staff to remotely arm and disarm the system.

The Town's Repair Maintenance Mechanic, Chuck Dammeyer, has repainted the area behind the display case in the front entrance area of the Library. The display case was moved from the front of the Library into the program room, as well as shelving for the book sale. Mr. Dammeyer has also closed the "window" in the program room and repainted the back wall in preparation for a large screen television that has been donated by the Somers Democratic Club and the Somers Library Foundation. This will be used for programs and outside groups for presentations. He has also removed the smart board from the back wall. The lock on the side door has been repaired, and the button to activate the handicap automatic door open is now working, allowing for easier access for those with walkers or wheelchairs for programs held after our normal operational hours. There is a small crack in the skylight by the back room and water has leaked in between the double panes, in addition, the cold water faucet in the downstairs bathroom is difficult to close. Mr. Dammeyer will stop by tomorrow to further research.

**Miscellaneous:**

The Somers Historical Society and the Library have been awarded the "Award for Excellence" from the Greater Hudson Heritage Network for our collaborative work on the seed garden with the Historical Society, the Girls Scouts, St. Luke's Church, and the local schools. Mr. Farber and Valerie Herman will attend the ceremony on October 16 to receive the award.

A leader/instructor that will be offering two Needlecraft workshops in November, and two Handmade Gifts for the Holidays workshops in December has been secured. People can bring in their projects if they need help with them and/or to socialize, or bring supplies to learn a new craft. These include: knitting, crochet, embroidery, cross stitch, and quilting. The leader/instructor isn't asking for any payment for these classes. The needlecraft groups will most likely meet twice a month beginning in the spring of 2016.

Mrs. Herman has been working on refining the non-fiction DVDs with correct call numbers, as well as new labeling to make it easier for the public to view them.

The Therapy Dog Program (one of the Somers Schools collaborations) will begin again once the school year is under way. Paula Clinchy and Sendi Rosario (both from Primrose School) will coordinate with 1<sup>st</sup> grade Reading teachers. A letter will be sent home to struggling readers in this program, giving families the opportunity to strengthen reading and confidence skills to become more prolific readers.

Mrs. Bishop and Mrs. Herman presented the final Somers Intermediate School (SIS) gift certificates raffles to 1,000 plus page readers and a Power Point presentation for all SIS participants on September 24 to 700 students. All SIS incentives and raffles were supplied by that school's PTA.

Mrs. Ferretti visited ten high school freshman English classes and spoke to approximately 220 students. New Library cards are being processed by Mrs. Felis and should be completed by end of the week. She is also creating a book mark with Mr. Farber's contact information to be dropped off with the new cards and keychains. The book marks will have links to the WLS Catalog, databases and digital collections available to the Library patrons.

The Library has been awarded a poets and writers grant to fund the writer's workshops for this year. The award was for \$800, and the Friends paid the remaining \$200 for the workshops.

**Somers Library Foundation**

Mrs. Mignardi reported that there will be a luncheon to honor Jean Reidy's 50 years of service to the Library on November 15, from 3:00 to 6:00 p.m. at the Mahopac Golf Club. The Foundation now has a subscription to Grant Station.

## **NEW BUSINESS**

**Trustee Nominations** – All Trustees have been issued a nomination form for 2016 officers.

**Permanent Part Time Employee Vacation and Sick Time** – Mr. Hasl made a motion that effective December 1, 2015, permanent part time employees of the Somers Library will no longer accrue vacation or sick time. All were in favor.

Existing accrued time will continue to be in effect, and can be used as per the existing Library policy. There is no expiration date for the accrued time off that has already been earned.

The meeting was adjourned at 8:50 p.m. The next meeting will take place on **Monday, November 9** 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  
Friends of the Somers Library  
Somers Library Foundation