

SOMERS LIBRARY BOARD OF TRUSTEES
PO Box 443
Somers, NY 10589

SPECIAL MEETING MINUTES
October 5, 2011

President Stockwell called the meeting to order at 3:05 p.m.

The members present were: Ian Carnow, Claire Damon, Jim Hasl, Bill Kehoe, Jean Reidy, Barbara Stockwell and Christine Williamson-Canavan.

Liz Mignardi and Laura Parisi were absent.

Library Director Pat Miller was also present.

The Town recently concluded negotiations with the CSEA which resulted in a contract providing the following salary increments to members:

2009	0%
2010	0%
2011	0% with an off the schedule payment of 2% of annual salary
2012	1.5%
2013	1.5%

Most other employees of the Town (except members of the Teamsters union, seasonal or sporadic employees, new hires and elected officials) will also be receiving a 2% off the schedule payment in 2011.

To conform to the Town's 2011 payment, the supervisor suggested that the Library Board might want to authorize a similar payment to the Library staff.

After deliberation regarding the granting and funding of this payment, the Finance Committee recommended that the Library offer a similar 2% off the schedule payment to its full-time, permanent part-time and selected other part-time employees in October 2011. The selected other part-time employees are those who have worked the majority of weeks in 2010 and 2011 and the 2% payment will be based on their 2011 year to date earnings as of the September 16, 2011 payroll. As per the Town arrangement, this will be a one-time payment with no effect on 2012 salaries.

The Finance Committee investigated funding this payment from the Fund Balance Unemployment Insurance Reserve but found this would not be legal. They also examined funding it from the Contractual Expenditures budget but this could not be used as it may already be inadequate for operations for the rest of the year. As a result, they requested that the Board approve appropriating Fund Balance to increase the

relevant 2011 estimated Salary, MTA Payroll Tax, Social Security Tax and Medicare Tax expenditures budget lines. While analyzing the Fund Balance, the Committee noted an appreciable decline in Undesignated Fund Balance during 2009 and 2010 and suggested that this should be reviewed with the Supervisor so that Fund Balance is returned to a safer level.

Mr. Kehoe offered a resolution to provide the October 2011 2% off the schedule payment, as authorized by Supervisor Murphy, to permanent full-time and permanent part-time staff and to selected part-time staff who regularly worked the majority of weeks during 2010 and 2011. The payment to the permanent staff will be 2% of the 2011 budget for their position and the payment to the selected part-time staff will be 2% of their 2011 year to date earnings as of the September 16, 2011 payroll. These payments will be funded by appropriating Undesignated Fund Balance in the amount of \$10,085.41 and increasing the estimated Personal Services budget by \$9,339.22 and the MTA Payroll Tax budget, Social Security Tax and Medicare Tax budget by a total of \$746.19. In addition the Supervisor will be requested to investigate the reduction in the Fund Balance Undesignated Fund Balance account in 2009 and 2010. Also, to advise how this situation may be corrected in the future. All were in favor.

A detailed schedule reflecting the off the schedule payments to individual employees, an analysis of Fund Balance elements and the memorandum to the Supervisor requesting these actions were discussed with the Board at this meeting.

The meeting was adjourned at 4:30 p.m. The next regular meeting will take place on Wednesday, October 12, 2011 at 7:30 p.m. in the Library.

Respectfully submitted,

William F. Kehoe, Trustee
Somers Library Board of Trustees

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