

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

**MEETING MINUTES**  
**October 9, 2013**

President Hasl called the meeting to order at 7:35 p.m.

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

Liz Mignardi was absent.

Library Director Pat Miller and Councilman Clinchy were also present.

**Approval of Minutes**

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

**Announcements and Correspondence**

Unfortunately Youth Librarian Jamie Reilly is leaving to take another job in Florida. Several emails were received from patrons hoping that she will be replaced as quickly as possible. Mr. Hasl shared two in particular from Maribeth Abrenica and Tracy Reimann.

The WLS 54<sup>th</sup> Annual Meeting will be held on November 14 at 6 p.m. in White Plains. The keynote speaker is Bruce Nussbaum, a Professor of Innovation and Design at Parsons the New School for Design.

Mr. Hasl, Mrs. Mignardi, Mrs. Miller and Mrs. Westerman attended a sustainable funding workshop at the Ossining Library.

Both Mrs. Mignardi and Mrs. Parisi's terms are up at the end of the year. Mrs. Reidy will send letters of support to the Town Board.

Mrs. Miller will be attending an Overdrive Advantage workshop on Friday. She will report back at the November meeting. Mrs. Mignardi asked her to find out if an electronic book was purchased by a patron, can it be donated to the Library.

**Treasurer's Report**

The Treasurer's Report was presented. Copies of the Abstract of Audited Vouchers #10, the Somers Library Vouchers and Gift Fund were distributed. Mrs. Westerman made a motion to approve the Abstract of Audited Vouchers #10, dated October 9, 2013 in the amount of \$69,644.72, which included voucher numbers 77393 to 77424. All

were in favor.

The contractual amount spent this past month was \$15,765.00 and \$7,962.56 or 94% of this discretionary spending, went to the business of the Library (books, reading material, etc.). The largest expenditures were: Baker and Taylor Books (books and library materials) \$3,166; The Teaching Company (DVD's and CD's) \$1,334; and Brodart Co. (shelving) \$1,220. Payroll and benefits charges were \$53,879.72. Total Library spending for all accounts was \$69,644.72.

**Budget Modifications:**

A motion was made by Mrs. Westerman for approval of a budget modification to decrease the Library General Fund 005.7410.0400 – Serials (413E) in the amount of \$520 and to increase the Library General Fund 005.7410.0400 – Building Security (469C) by the same amount. This is to cover building security costs. All were in favor.

Councilman Clinchy has asked the Finance Department to research other security vendors.

**DIRECTOR'S REPORT AND STAFF MEETING MINUTES**

All Trustees received a copy of Mrs. Miller's Monthly Report, as well as the Staff Meeting Minutes of September 25.

**Library Intern** – A motion was made by Mrs. Reidy to promote Tara Ferretti from Substitute Library Clerk (L14362) to Librarian Intern at a salary of \$40,000, effective October 12, 2013 to replace Jamie Reilly (L14180). As required by Westchester County Civil Service Rules, it is necessary for Ms. Ferretti to serve a probationary period of a minimum of twelve (12) weeks to a maximum of fifty-two (52) weeks. The probationary period may be terminated for unsatisfactory performance at any time after the completion of the minimum period of service and on or before the maximum period of service. All were in favor.

**Board Secretary** – A motion was made by Mr. Carnow to increase Board Secretary Denise Schirmer's hourly salary to \$24.34 per hour. All were in favor.

**Foundation 5K Walk/Run** – There was a great turnout for the 5K Walk/Run sponsored by the Foundation on September 30. Special thanks to Mrs. Chamoun and Mr. & Mrs. Parisi with all their help in organizing this event.

**Collaborative Program with the Somers Intermediate School PTA** – The Children's Librarians collaborated with the Somers Intermediate School PTA and encouraged SIS students to log in their Summer Reading activities on the Library's online system. Two hundred seven students participated and Learning Express/Amazon prizes were awarded to the top readers.

**Building Foundation** – On October 4, with Town Board approval, the east side building foundation was excavated by Rich Pugni contracting. The contractor will attempt to

stop foundation leakage by redoing conduit work and resealing the foundation.

**Parking Issues** – There were serious parking issues on September 29 between the number of games scheduled, the Somers Woman’s Club Tag Sale and patrons using the Library.

**Budget Hearings** – The Library’s budget hearing with the Town Board is on October 24 at 2:00 p.m. in the Town House.

**Circulation Statistics** – The monthly circulation and Overdrive statistics were distributed and reviewed.

### **REPORTS FROM STANDING COMMITTEES**

All Committee Chairs have been asked to schedule a meeting with their respective Committees between now and the November Library Board of Trustees meeting for the purposes of a self-appraisal in terms of goals attained, as well as a 2014 agenda.

**Building Master Plan** – Building Committee and Staff Members Mrs. DiSanto, Mrs. Herman, and Mrs. Miller met last weekend to discuss a master plan for the Library building. A plan, as well as a work phase schedule with costs was presented this evening for discussion and review. All were very pleased. Mr. Carnow will be presenting this to both the Friends and the Foundation as well.

A question came up as to whether or not there should be a Digital Committee moving forward. This will be discussed at the November meeting.

### **Somers Library Foundation**

The 5K Walk/Run was covered under the Library Director’s Report.

### **Friends of the Somers Library**

All of Mrs. Miller’s requests were approved. Foundation President Rose Corbett will be the guest speaker at their next meeting.

### **NEW BUSINESS**

**Resignation** – Regretfully the Board accepted Mr. Kehoe’s resignation, effective today, after 23 years of service and dedication to the Somers Library. He was thanked for his many contributions and will certainly be missed.

The meeting was adjourned at 9:20 p.m. The next meeting will take place on Wednesday, November 13, 2013 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