

SOMERS LIBRARY BOARD OF TRUSTEES
PO Box 443
Somers, NY10589

MEETING MINUTES
December 11, 2013

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, Ann Westerman, and Christine Williamson-Canavan.

Jean Reidy was absent.

Library Director Pat Miller and Mahopac Library Trustee Joe Tock were also present.

Approval of Minutes

Mr. Hasl made a motion to approve the minutes of the monthly meeting held on November 13, 2013 as submitted. All were in favor.

Announcements and Correspondence

Edris Scherer, WLS representative for the Lewisboro, North Salem and Somers Libraries will be joining us at either the January or February meeting.

The Town Board is expected to adopt the 2014 budget at their December 12 meeting.

Both Mrs. Mignardi and Mrs. Parisi will notify the Supervisor's office of their desire to be reappointed to the Library Board of Trustees as their terms end on December 31.

Supervisor Murphy is hosting a Holiday Party for employees and Board members on December 18.

There will be a Surprise Cocktail Party on December 19 to honor Supervisor Murphy for her 15 years of service to the Town.

The farewell luncheon for Mr. Kehoe will take place sometime in early 2014.

Mrs. Parisi will coordinate a schedule for a gift and goodies for the staff.

A listing of the 2014 Library Board of Trustees meetings was distributed.

Treasurer's Report

The Treasurer's Report was presented. Copies of the Abstract of Audited Vouchers #12, the Somers Library Vouchers and Gift Fund were distributed. Mrs. Westerman

made a motion to approve the Abstract of Audited Vouchers #12, dated December 11, 2013 in the amount of \$76,319.80, which included voucher numbers 77967 to 77987. All were in favor.

The contractual amount spent this past month was \$22,434.87 and \$19,292.75 or 86% of this discretionary spending, went to the business of the Library (books, reading material, etc.). The largest expenditures were: Midwest Tape (tapes and Hoopla) \$7,223; Baker and Taylor Books (books and library materials) \$4,208 and United Metro Energy (oil) \$3,003. Payroll and benefits charges were \$53,884.93. Total Library spending for all accounts was \$76,319.80.

A motion was made by Mrs. Mignardi to increase the staff salaries 2% in 2014 in alignment with the Town proposed CSEA staff increased. All were in favor.

A motion was made by Mrs. Parisi to approve the following employees request to carryover days into 2014, with the stipulation that there will be some guidelines as to how and when the time can be used. All were in favor.

Susan Greenman: 17.7
Val Herman: 20
Patricia Miller: 21
Rosemary Schwabe: 17
Margaret Widman: 21

A motion was made by Mrs. Westerman to approve the 2014 Holiday Schedule as submitted. All were in favor.

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 November 20.

Volunteer Tea – Staff member Betsy Bishop organized an annual Volunteer Tea, which recognized all the hard work of the many Library volunteers. The staff contributed refreshments.

Meeting with Police Chief Driscoll – Somers Police Chief Driscoll met with the staff at their monthly meeting on November 20 to discuss issues and emergency protocols.

Building Boiler – Air is now flowing through the baseboards, but the air handlers are not working.

Hoopla – The Library will be signing onto Hoopla, an online streaming (movie, audio, music) service through Midwest Tapes.

Library Informational Video – A meeting was held with former Library Page Michael

Ferretti to discuss creating a Library Informational Video to explain the variety of services offered at the Library in all departments.

Reimbursement – The Library received its e-rate reimbursement filed by WLS. In addition, 90% of the 2013 Local Library Services Aid was received from NY State.

Complimentary Email – A complimentary email was received from resident Lydia Kugel.

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

Somers Library Foundation

The 5K Walk/Run was a terrific success raising a little over \$8,000, which was about \$3,000 more than last year. Mr. Hasl and Mr. Carnow attended the Foundation meeting on December 4 and made a presentation that included a list of projects and plans for the Library. The Friend's desire to collaborate on a project was shared as well. All were quite pleased and are motivated to get things going after the new year.

Friends of the Somers Library

As was done with the Foundation, Mr. Hasl attended the Friend's meeting on December 4 to talk about projects and plans for the Library, as well as the function of the Foundation. The Friends are very much interested in working with the Foundation on a collaborative project/s.

NEW BUSINESS

Rebekkah Smith Aldrich – Next Steps – Mr. Hasl spoke with Ms. Smith Aldrich. She is interested in assisting the Library Board of Trustees and will be having an initial meeting with Mr. Hasl on December 23.

Trustee Criteria Search – Mr. Hasl will do some research on how other libraries solicit for new Trustees. He will share the information at the January meeting.

2014 Election of Officers – Mr. Carnow, Chair of the Nominating Committee reported that all current Officers are interested in maintaining their positions in 2014.

Priorities for 2014 – All were reminded that at the January meeting, a discussion will take place as to the priorities for 2014. The "critical few" need to be determined and completed by the end of the year.

The meeting was adjourned at 9:00 p.m. The next meeting will take place on Wednesday, January 8, 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

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