

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

**MEETING MINUTES  
March 12, 2014**

Vice President Parisi called the meeting to order at 7:40 p.m.

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

Jim Hasl was absent.

Library Director Patricia Miller and Councilman Richard Clinchy were also in attendance.

**Approval of Minutes**

Mr. Carnow made a motion to approve the minutes of the meeting held on February 12, 2014 as submitted. All were in favor.

**Announcements and Correspondences**

There were no Announcements and Correspondences.

**Treasurer's Report**

The Treasurer's Report was presented. Copies of the Abstract of Audited Vouchers #3, Somers Library Vouchers and Gift Fund analysis were distributed. Mrs. Westerman made a motion to approve the Abstract of Audited Vouchers #3, dated March 12, 2014 in the amount of \$61,313.47, which included voucher numbers 78816 to 78835. All were in favor.

The contractual amount spent this past month was \$10,572.27 and \$3,356.41 or 32% of this discretionary spending, went to the business of the Library (books, reading material, etc.). The largest expenditures were: United Metro Energy Corp. (fuel) \$3,873; NYSE&G (electric) \$2,373; and Baker and Taylor Books (books and library materials) \$1,341. Payroll and benefits charges were \$50,741.20. Total Library spending for all accounts was \$61,313.47.

Arrangements will be made for Mr. Hasl, Mrs. Miller, and Mrs. Westerman to meet with Finance Director Bob Kehoe regarding a request he has made to put the library's payroll and benefits funds in the Town general fund account.

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

All Trustees received a copy of Mrs. Miller's Monthly Report. A Staff Meeting was not held as a result of the staff attending various automation vendor demos over the past

month.

**Fine Free Week** – A motion was made by Mrs. Parisi to designate April 14 to 19 (National Library week) as Fine Free week as well. This would not include lost or damaged materials.

**Monthly Circulation and Overdrive Statistics** – The monthly Circulation and Overdrive Statistics were distributed to all.

**WLS Sirsi/Dynix Contract** – The WLS Sirsi/Dynix Contract expires in April 2015. This company provides all the online circulation, cataloguing and user catalogue functions. All Library Directors and staff were encouraged by WLS to attend automation vendor demos that were held at local Libraries. Contenders include Sirsi/Dynix, Polaris, Innovative (iii) and Carl TLC. Mrs. Miller is serving on the vendor selection/migration committee. Input from the participating Libraries will be important to WLS in assisting them in making their decision.

**Staff Annual Reviews** – The staff annual reviews have been completed by Mrs. Miller and meetings are in progress. Copies have been shared with the Personnel Committee.

**Gale Publishing** – Adult Reference Librarian Val Herman was invited to submit a bio and article for Gale Publishing's blog. The title is "How Our Library Uses Social Media." Mrs. Parisi offered her congratulations on behalf of the Board, as it is well deserved.

**Thermostats** – The thermostats in the building will be re-wired and installed by CF Air Conditioning and Heating when the weather warms up a bit. In the meantime, the two boilers will be turned on and off as needed to control the temperature.

**Phone Lines** – There has been a problem with the phone lines in the Library. Work continues to try and resolve.

**Landscape Architect** – Mr. Carnow made arrangements for Jim Ryan, Landscape Architect with John Meyer Consulting to meet with Mrs. Miller to review the current landscaping around the Library. He will respond with recommendations.

**Edge Initiative** – The Somers Library was invited to participate in the Edge Initiative along with 57 other libraries in the State. This Initiative was developed by a national coalition of leading library and local government organizations funded by the Bill and Melinda Gates Foundation and led by the Urban Libraries Council. It is a new leadership tool, helping libraries create a path for the continuous growth and development of their public technology services.

**Save the Date** – All Trustees are encouraged to attend the following if they are able:

April 3 – 6:00 to 8:00 p.m. – WLS Trustee Institute at the Katonah Library – Cassie

Guthrie, Director of the Pioneer Library System will present “Signature Events for Small Libraries.”

April 11 – 11:30 a.m. to 3:00 p.m. – Book and Author Luncheon at the CV Rich Mansion in White Plains – Josh Haragarne, Librarian from Salt Lake City Public Library will talk about his book, “The World’s Strongest Librarian.”

May 2 and 3 – Library Trustees Association of NYS at the Westchester Marriott in Tarrytown – Ramapo Catskill and WLS will co-host an engaging program, “Challenging the Past to Create the Future.”

### **Somers Library Foundation**

Tickets for the event on April 23 at Glen Arbor Golf Club are selling quickly. The cost is \$40 and includes a luncheon and an afternoon of games.

The annual 5K Run will take place on September 14.

Enrollment in Grant Station has been completed.

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

Most of Mrs. Miller’s program requests have been funded.

The Friends have agreed to fund the renovation of the circulation/information desks. Mr. Carnow has submitted sketches and the project is in the design phase. The pricing for the project has come in well above budget and it was suggested as a potential cost saving measure that the current desk be rehabbed.

### **NEW BUSINESS**

There was no New Business this evening.

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