

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

**MEETING MINUTES**

**March 9, 2011**

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

The members present were: Ian Carnow, Claire Damon, Jim Hasl, William Kehoe, Liz Mignardi, Laura Parisi, Jean Reidy, Barbara Stockwell and Christine Williamson-Canavan.

Mrs. Reidy and Mrs. Williamson-Canavan arrived at the meeting at 8:00 p.m. and Mrs. Parisi left at 9:30 p.m.

Library Director Pat Miller, Councilman Bolton and Alvin H. Reiss, WLS Board member who represents the Somers, North Salem and Lewisboro Libraries were also present.

**Announcements and Correspondence**

On April 14, the WLS will hold their 20<sup>th</sup> Annual Book and Author Luncheon.

The Public Libraries Section of the New York Library Association will hold their spring conference on **Branding** at the Greenburgh Library on April 15.

All were encouraged to write State politicians about the State Library funding cuts. Advocacy talking points were distributed as assistance. An article about the cuts from the February 19 issue of the Journal News was also shared.

There was an article in the Heritage Hills Newsletter regarding the statement made by the Library Board of Trustees about Sunday hours.

A sympathy card will be sent from the Library Board of Trustees to Councilman Garrity on the passing of his mother.

A card and print of the Library will be presented to Friends of the Somers Library President Muriel Lyon to celebrate her retirement from the Friends. All agreed to invite former Trustee, Mrs. McDermott for a farewell lunch one Saturday.

**Approval of Minutes**

Mr. Kehoe made a motion to approve the meeting minutes February 9, 2011 as submitted. All were in favor.

### Treasurer's Report

Mr. Hasl presented the Treasurer's Report. Copies of the Abstract of Audited Vouchers #3; Analysis of Gift Fund Accounts and Somers Library Vouchers were distributed. Mr. Hasl made a motion to approve the Abstract of Audited Vouchers #3, dated March 9, 2011 in the amount of \$65,176.30, which included voucher numbers 68141 to 68169. All were in favor.

Mr. Hasl stated that spending is right on target as we have to be conservative during the 1<sup>st</sup> quarter of the year until the tax money is received. Six different items on the February abstract represented 70% of the expenses. 40% of the total was for heating and lighting. The remainder was for books, materials and supplies needed to run the Library.

The Analysis of Gift Fund Accounts distributed was for January and February. Academic lecture media was purchased from the Teaching Company for \$704.55 from the Pelavin Multi-Media Donation account.

### DIRECTOR'S REPORT AND STAFF MEETING MINUTES

All Trustees received a copy of Mrs. Miller's Monthly Report and the Staff Meeting minutes from February and March.

**Meeting with Greg Ball** – Mrs. Miller and two other members of the Mid-Hudson Library System met with Greg Ball to discuss the proposed State cuts to Library Systems.

**Charlie Brown's Restaurant Donation** – Thanks to Mr. Carnow and help from the Parks and Recreation Department Maintenance Staff, items (tables, chairs, large screen TV, two large chalk boards, three coat racks and storage shelving systems) were donated to the Library by the owners of the Route 6 Plaza Shopping Center from the Charlie Brown's Restaurant that closed for business.

**Somers Energy Expo** – A \$200 donation from the proceeds of the Somers Energy Expo was given to the Library for use of the purchase of materials on the environment and energy.

**E-Reader Demonstrations** – Staff member Jamie Kay has been quite busy instructing patrons on how to use E-Readers and Overdrive systems. This is a most useful service for the community. Perhaps a Webinar or You Tube video can be done as well.

### REPORTS FROM STANDING COMMITTEES

**Budget and Finance** – There was nothing new to report.

**Building** – Councilman Bolton is working with the Town Supervisor with regard to floating a bond to repair the roads and Town owned buildings. In his opinion,

there is space in the buildings that is underutilized and the buildings are not being properly maintained.

Five proposals were received in response to the latest Request for Proposal to repair 50% of the Library roof. Only one fell below the \$35,000 threshold. Councilman Bolton explained that a new NYS law requires contractors working for municipalities to now also pay the prevailing wage on work performed below the bid limit. As the quote was not based on that, it was disqualified. Calls were made by Councilman Bolton and Assistant Building Inspector, Tom Tooma to four of the five contractors to discuss the new wage requirement. Two of them said they would send another quote to replace only 25% of the roof (where it leaks the most) using the prevailing wage.

**Bylaws and Policy** - Work continues on updates to the Emergency Procedure Policy, Computer Use Policy, Gallery Policy and Abusive Patron Policy. The Charter is in the process of being reviewed.

**Long Range Planning** – A Committee meeting will be scheduled shortly.

**Personnel** – All of the staff evaluations have been reviewed by the Committee and Mrs. Miller has discussed them with all but two of her staff. Mrs. Miller's appraisal has been completed and discussed with her as well. It is evident that she is an extremely good supervisor and is very supportive of her staff.

**Public Relations** – A question came up as to whether or not the Somers Women's Club should be approached about partnering with the Library and the Somers League of Woman Voters for their Tag Sale to include the Book Fair as part of that event. A discussion took place and Mrs. Parisi will talk to the Somers League of Woman Voters representative first to get her input about this idea.

The Cold Stone Creamery will be contacted to see if they will once again sponsor the Summer Reading Program. If not, King Kone will be approached.

The Somers League of Woman Voters will be the 1<sup>st</sup> community group to be showcased in the Library display case for two weeks in April. A limit on handouts left at the display from all groups will be encouraged.

**Technology** – Last month, Mr. Carnow suggested that the Amazon Affiliate Program be researched. Mrs. Mignardi provided information. The Friends could benefit on behalf of the Library from sales made by patrons via a link to Amazon on the website or by logging on directly to that Amazon link. The minimum profit would be 4% of the sales, which would increase based on purchase totals. At the last Friends' meeting, Mrs. Miller discussed the possibility of the Friends sponsoring the Amazon Affiliate Program through their own website (to be determined) whereby a percentage of sales through this portal would generate income for the Friends. There did not seem to be any apparent downside. It

would be a painless way of generating funds. The Friends were open to the idea.

**Friends of the Somers Library**

It was reported that Mr. Hasl made a generous donation to the Friends. He was thanked for his support.

**Alternative Funding Task Force**

Chair Liz Mignardi created an outline of options for review and comment. After an extensive review and discussion two decisions were made. A motion was made by Mrs. Mignardi to initiate the possibility of starting a Foundation. All were in favor. A motion was made by Mrs. Mignardi to have a preliminary conversation with the Town Board about their input for a long-range plan for the Library. All were in favor.

The meeting was adjourned at 11:15 p.m. The next meeting will take place on Wednesday, April 13, 2011 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