

SOMERS LIBRARY BOARD OF TRUSTEES
PO Box 443
Somers, NY10589

MEETING MINUTES
April 9, 2014

President Hasl called the meeting to order at 7:45 p.m.

The members present were: Ian Carnow, Paula Chamoun, Jim Hasl, Laura Parisi, Jean Reidy, and Ann Westerman.

Liz Mignardi and Christine Williamson-Canavan were absent.

Library Director Patricia Miller and Young Adult Librarian Tara Ferretti were also in attendance. Mrs. Ferretti is taking a Public Library Class and as part of the class, she had to attend a Trustee meeting. She complimented all on the good work they are doing.

Approval of Minutes

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

Announcements and Correspondences

The Westchester Library System has a quite a bit going on. All are encouraged to participate as they can.

On May 2 and 3, the 2014 Trustees Institute will be held at the Westchester Marriott.

The Somers Library National Library Week will kick off on April 13. There are lots of programs being planned.

A thank you was received from former Town Councilman Joe Iaropoli on the great work the Library is doing for the community.

The Somers Historical Society is presenting a program on April 14 at 2:00 p.m. – History Beyond Books at Your Library and History Listening Ipad Station Dedication. Mrs. Reidy, as well as Bill and Eve Kehoe were interviewed for this program.

Treasurer's Report

The Treasurer's Report was presented. Copies of the Abstract of Audited Vouchers #4, Somers Library Vouchers and Gift Fund analysis were distributed. Mrs. Westerman made a motion to approve the Abstract of Audited Vouchers #4, dated April 9, 2014 in the amount of \$68,922.51, which included voucher numbers 79056 to 79086. All were in favor.

The contractual amount spent this past month was \$16,584.36 and \$7,653.29 or 47% of this discretionary spending, went to the business of the Library (books, reading material, etc.). The largest expenditures were: United Metro Energy Corp. (fuel) \$4,952; Baker and Taylor Books (books and library materials) \$2,771; and NYSE&G (electric) \$1,919. Payroll and benefits charges were \$52,338.15. Total Library spending for all accounts was \$68,922.51.

\$400 was donated by the Patrick Casabona Foundation and two Awe computer desks were purchased to replace the old typewriter desks by the Children's Librarians.

Mr. Hasl, Mrs. Miller, and Mrs. Westerman met with Finance Director Bob Kehoe regarding a request he has made to put the library's payroll and benefits funds in the Library general fund account. As it turned out, there were two checking accounts for the Library. Now there is only one and the money will flow from the Library payroll and benefits account to the Library general fund account.

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 from March 25.

2013 NYS Annual Report for Public and Association Libraries – A motion was made by Mr. Hasl to approve the 2013 Annual Report for Public and Association Libraries as prepared by Mrs. Miller. All were in favor.

Westchester Municipal Officials Association Meeting – Per the invitation of Supervisor Morrissey, Mrs. Miller attended the Westchester Municipal Officials Association Meeting at Pepsi on March 13. Somers was the host and all Department Heads were invited.

Trustees Institute Meeting – On April 3, Mrs. Miller and Mrs. Reidy attended a Trustees Institute meeting at the Katonah Library sponsored by WLS. Cassie Guthrie, Executive Director of the Pioneer Library System presented an interesting program "Creating Signature Events", a show and tell of library fundraisers with tips and guidelines on how to get one started, specifically in libraries serving populations under 25,000. 74% of Westchester libraries fall into this category.

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

Somers Police Presentation – On March 31, Somers Police Officer David Burpee offered a security session covering a plan of action during active shooting.

MTA Tax Refund – The Library received a \$395 MTA Tax Refund for 2013-2014 through the Westchester Library System.

Somers Rotary Club – The Somers Rotary Club is interested in purchasing and installing two large screen public service announcement monitors for the Library circulation desk and lobby. A meeting will be held on April 10 to discuss this further.

Program Room Use – The Program Room has become very popular, almost too popular. Reservation boundaries need to be set. Folks want to book it for consecutive days and Real Estate agents want to use it to hold seminars for people outside of the area. The Conference Room is being requested as well. Mrs. Miller will speak to Terry Kirchner about how best to handle a situation like this. Perhaps the requesting group should make a donation.

Battle of the Book – Mrs. Ferretti is working on a multi library program called Battle of the Book. Youngsters in grades 4 to 9 will each read 5 books and participate in an Jeopardy like team that will compete at an annual event in October by answering questions about the books they read.

Blind Date With A Book – In February a program called Blind Date With A Book was held. Forty six books were wrapped and fifteen circulated.

Library Landscaping – The Parks and Recreation Maintenance Staff has removed all of the landscaping around the Library at the request of Mrs. Miller. Mr. Carnow received a landscape blueprint so a plan can be initiated as to how to move forward. In the meantime, some type of gravel/rock may be placed in the beds with temporary potted planters.

Somers Library Foundation

Over 100 tickets out of a possible 120 for the fundraising luncheon on April 23 at Glen Arbor Golf Club have been sold. There will be a silent auction and raffles.

Friends of the Somers Library

The Friends have agreed to fund the renovation of the circulation desk and a mutual agreement on what will be done has been reached. Mr. Carnow shared a sketch.

Most of Mrs. Miller's program requests have been funded, but a couple will be researched further.

Some of the Woman's Club members attended the last Friends meeting in hopes of joining the group.

NEW BUSINESS

There was no New Business this evening.

The meeting was adjourned at 9:00 p.m. and the Trustees went into Executive Session. The next meeting will take place on Wednesday, May 14, 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