

SOMERS LIBRARY BOARD OF TRUSTEES
PO Box 443
Somers, NY10589

MEETING MINUTES
June 11, 2014

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

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

Ian Carnow was absent.

Library Director Patricia Miller was also in attendance.

Approval of Minutes

Mrs. Chamoun made a motion to approve the minutes of the meeting held on May 14, 2014 as submitted. All were in favor.

Announcements and Correspondences

There was an article in the Somers Daily Voice about the Book Bingo for Adults program that begins on June 23.

An email was received from patron Kelly Ann Olsen about how much her daughter enjoys the programs at the Library.

Ms. Genez 1st grade class sent a book of thank you letters for their participation in Library Card Day.

Val Herman wrote an article that was published.

Mrs. Miller thanked the Somers High School teens that helped with Tech Day.

Patron Eleanor Reich thanked the Library for the home book delivery service she is participating in.

On behalf of the Primrose School Kindergarteners, Mrs. Parisi presented a book being donated to the Library as thanks for the Kindergarten Bus Ride Day.

Treasurer's Report

The Treasurer's Report was presented. Copies of the Abstract of Audited Vouchers #6, Somers Library Vouchers and Gift Fund analysis were distributed. Mrs. Westerman made a motion to approve the Abstract of Audited Vouchers #6, dated June 11, 2014 in the amount of \$95,077.72, which included voucher numbers 79649 to 79674. All were

in favor.

The contractual amount spent this past month was \$42,522.04 and \$38,460.10 or 90 % of this discretionary spending, went to the business of the Library (books, reading material, etc.). The largest expenditures were: WESTLYNX (library services) \$29,150.13; Baker and Taylor Books (books and library materials) \$4,606; and Woodard and Curran (environmental work) \$2,581. Payroll and benefits charges were \$52,555.68. Total Library spending for all accounts was \$95,077.72.

Mrs. Miller requested a budget modification to move \$500.00 from budget line L7410.0400 (449B Misc. Unallocated) to L7410.0400 (412C Computer Software and Games) so that software can be tracked.

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 June 3.

Overdrive Challenge – The Library is trying to surpass their highest month circulation of March 2014 of 903 and have registered for the Overdrive Challenge in the month of June.

Staff Copier – The staff copier paper feeder has issues when many numerous copies, especially those that are back to back. Tech support has been notified and will replace the part.

Vacation – Mrs. Miller will be on vacation the week of June 16 and will make up a coverage list.

Network Rewiring – The network was rewired on June 9.

Venmill Machine – The Venmill machine was returned to the manufacturer as there was a minor issue. It was replaced with an older model that seems to be working fine.

PDLA Meeting – Mrs. Miller attended the PDLA meeting at the White Plains Library on May 15. After the meeting all were given a tour of their newly opened Teen Edge Department.

HVAC – There have been some issues with the HVAC system which is being worked on.

Girl Scout Troops – Vicki DiSanto has been coordinating offers from Girl Scout Troops to donate temporary plantings for the front of the Library. One Troop will plant a sensory garden between the children and teen areas.

Local Library Field Trips – All agreed that it would be a good idea as time allows for some of the Librarians and Trustees to visit other local libraries.

Statistics – Statistics for reading, overdrive and circulation were distributed.

Somers Library Foundation

The Foundation now has a formal process to request project funding. Mr. Hasl was quite pleased with the template provided. The process was used for a new reference desk for the Library and approved.

Friends of the Somers Library

Mr. Hasl attended the last Friend's meeting. A discussion took place about their desire to refurbish the existing Circulation Desk.

NEW BUSINESS

Landscape Plans – Various renditions of landscape plans for the Library were shared and will be discussed at a later date.

The meeting was adjourned at 9:10 p.m. The next meeting will take place on Wednesday, July 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