

**Somers Library Board of Trustees
PO Box 443
Somers, New York 10589**

**MEETING MINUTES
August 12, 2015**

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

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

Library Director Andrew Farber was also present.

Approval of Minutes

Mrs. Mignardi made a motion to approve the minutes of the meeting held on July 8, 2015 as submitted. All were in favor.

Announcements and Correspondences

There were no Announcements and Correspondences this evening.

Treasurer's Report

The Treasurer's Report was presented. Copies of the Abstract of Audited Vouchers #8, and Somers Library Vouchers were distributed. Mrs. Westerman made a motion to approve the Abstract of Audited Vouchers #8, dated August 12, 2015 in the amount of \$116,281.34, which included voucher numbers 83731 to 83757. All were in favor.

The contractual amount spent this past month was \$45,972.60 and \$40,506 or 88% of this discretionary spending, went to the business of the Library (books, reading material, etc.). The largest expenditures were: WESTLYNX (library services) \$26,305, Living Quarter Design (professional services) \$5,400, and Baker and Taylor Books (library materials) \$3,798. Payroll and benefit charges were \$70,308.98. Total Library spending for all accounts was \$116,281.34.

A motion was made by Mrs. Westerman to transfer \$534.00 from the Library Gift Fund (0037446157) to the Library General Operating Account (0037213837) for Devereaux Tile and Bath. All were in favor.

Director's Report

STATISTICS

The Adult section had 1,931 reference transactions this month, and 4 programs were held, with a total attendance of 170 people. Seven programs were hosted by the Young Adult section, totaling 180 teens and tweens, and the Children's section, sponsored 29 programs with a total attendance of 810. The Children's staff also hosted the Town

campers when the weather was not conducive to outdoor activities.

962 items were borrowed from Overdrive. There were 288 uses of the public computers, and 261 users of the wifi system. There were over 48,386 followers on social media.

The Library circulated 13,154 items in the month of July and had 21,635 visitors counted by the people counter. As the people counter for the entrance by the multipurpose room had been damaged and was not logging people the true number should be higher.

PERSONNEL

Westchester County has opened the test for the Director II position. Mr. Farber is signed up to take the test, which will be offered in September. It takes several months to receive the results of the exam on average, but once the score is in, he can be moved from provisional to on probation in civil service.

Maintenance worker Raul will be out until the end of September due to his broken leg. Colleague Angelo has been filling as much as he has been able, but additional staffing to maintain the library building will be needed, as well as setting up and breaking down programs.

The Library Board of Trustees approved the appointment of Tara Ferretti to the position of Librarian I/Children's Service effective August 17, 2015 at the salary of \$49,130/year. Mrs. Ferretti will be filling the full time Librarian I/Children's Service position that was vacated by Betsy Bishop. As required by the Westchester County Civil Service rules, it is necessary for Mrs. Ferretti to serve a probationary period of a minimum of twelve (12) weeks to a maximum of fifty-two (52) weeks.

BUILDING

The water heater has failed, and a new one has been ordered. It will take up to 6 weeks for the new unit to arrive and be installed. The estimated total cost is under \$1,000, including labor.

CIA security has generated a quote for upgrading the intrusion system. The upgraded system will cost \$3,319.15, and will allow for greater control over the users. It will have an individual code for each staff member, and a rotating code for the public area. This will also allow remote arming and disarming of the system from a computer or smart phone.

MISCELLANEOUS

Lynn Cukaj's Girl Scout Troop will plant summer flowers in the pots for display in front of the Library. They will also continue to supply the flowers at their expense.

Young Adult Library Tara Ferretti has formed a connection with a Special Ed Program. At their initial visit, we opened four new cards and modified two. Four of the students

had their cards. The group also learned how to find books and utilize the Tumblebooks and other databases. Since then, the group has come Monday 7/13 to go on a nature scavenger hunt and to choose books about rocks. On Monday 7/27, they came to present their Rock cycle projects and to see our “volcano” erupt.

Mrs. Ferretti also secured donations from Aunt B’s Yogurt Shop and Chili’s to use as prizes in the summer reading game. As of the end of July the summer reading game had 39 registrations, with 62 books read and 56 reviews written.

Somers Library Foundation

Senator Murphy’s office has secured a \$5,000 grant for the Library which will be used toward the vestibule renovation. Mrs. Mignardi reported that the presentation for that grant will take place as part of the 5K Race on September 13.

Friends of the Somers Library

A report of the Friends of the Somers Library was not given.

NEW BUSINESS

Number of Board Trustees – A motion was made by Mr. Hasl to decrease the number of Board Trustees from 9 to 7. All were in favor. The Library Trustee bylaws will be amended to reflect this change.

WLS Workshop on Writing State Grants – Mr. Farber and Mr. Hasl attended the WLS Workshop on writing state grants last month. They found it to be most informative and are exploring some opportunities.

Policies/Procedures Update – Mr. Farber and Mrs. Parisi are in the process of reviewing the current policies and procedures. A final draft will be presented at the September meeting.

The meeting was adjourned at 8:20 p.m. The next meeting will take place on Wednesday, September 9, 2015 at 7:30 p.m. in the Library.

Respectfully submitted,

Denise Schirmer, Secretary
Somers Library Board of Trustees

cc: Library Board of Trustees
Town Board
Town Clerk
Director of Finance

Friends of the Somers Library
Somers Library Foundation