

SOMERS LIBRARY BOARD OF TRUSTEES
PO Box 443
Somers, NY10589

MEETING MINUTES
September 11, 2013

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

The members present were: Ian Carnow, Jim Hasl, Bill Kehoe, Liz Mignardi, Jean Reidy, and Ann Westerman.

Paula Chamoun, Laura Parisi and Christine Williamson-Canavan were absent.

Library Director Pat Miller and resident Christine Robbins were also present.

Approval of Minutes

Mrs. Reidy made a motion to approve the minutes of the monthly meeting held on August 14, 2013 as submitted. All were in favor.

Mrs. Reidy made a motion to approve the minutes of the special meeting held on August 21, 2013 as submitted. All were in favor.

Announcements and Correspondence

There are some Westchester Library System offerings coming up. All are encouraged to attend if they are able.

Mr. Hasl was very impressed with the recent Hoopla webinar he participated in with Mrs. Miller about Midwest Tapes' new digital offerings.

The WLS Trustee Institute is hosting a program *Strategies for Sustainable Funding* presented by Rebekkah Smith Aldrich, MLS at the Ossining Library on October 2 with a light dinner at 6:00 p.m., followed by the program at 7:00 p.m.

Treasurer's Report

The Treasurer's Report was presented. Copies of the Abstract of Audited Vouchers #9, the Somers Library Vouchers and Gift Fund were distributed. Mrs. Westerman made a motion to approve the Abstract of Audited Vouchers #9, dated September 11, 2013 in the amount of \$92,254.35, which included voucher numbers 77067 to 77090. All were in favor.

The contractual amount spent this past month was \$16,302.49 and \$7,962 or 49% of this discretionary spending, went to the business of the Library (books, reading material, etc.). The largest expenditures were: C.F. Air Conditioning & Heating, Inc. \$6,386, Baker and Taylor Books (books and library materials) \$2,457 and NYSE&G \$1,227.

Payroll and benefits charges were \$75,951.86. Total Library spending for all accounts was \$92,254.35.

Budget Modifications:

A motion was made by Mrs. Westerman for approval of a budget modification to decrease the Library General Fund 005.7410.0400 – Electricity (450B) in the amount of \$4,000 and to increase the Library General Fund 005.7410.0400 – Fuel (450A) by the same amount. This is to cover overages in fuel costs. All were in favor.

A motion was made by Mrs. Westerman for approval of a budget modification to decrease the Library General Fund 005.7410.0400 – Phone (431) in the amount of \$400; Building Security (469C) \$1,000; Office Equipment (439) \$2,000; WLS Phone (436E) \$3,000 and to increase the Library General Fund 005.7410.0400 – Building Repair (452) in the amount of \$6,400. This is to cover overages in building repairs. All were in favor.

DIRECTOR’S REPORT AND STAFF MEETING MINUTES

All Trustees received a copy of Mrs. Miller’s Monthly Report. A staff meeting was not held due to vacations.

Student Page – A motion was by Mr. Hasl to hire Manisha Kunala as a student page (L14365) at a salary of \$8.12 per hour, effective September 9, 2013 to replace Lisa Marie Zottoli who resigned on August 28, 2013. All were in favor.

Rescind Charge – A motion was made by Mr. Hasl to rescind a Library practice of charging a patron \$.50 to look up their library card number, as long as they have a suitable form of identification to show. All were in favor.

Somers Record Article – The August 22nd edition of the *Somers Record* was shared so all could see the articles on the Summer Reading Program Ice Cream Social and the program on bubbles.

National Library Card Sign-Up Month – September is National Library Card Sign-Up Month and the Library is partnering with Mary Opfer, proprietor of the Reis Park Concession Stand to offer a discount coupon for a purchase at the Stand if a patron signs up for a new library card.

Circulation Statistics – The monthly circulation and overdrive statistics were distributed and reviewed.

REPORTS FROM STANDING COMMITTEES

At the October meeting, all Committee Chairs will be asked to give a brief update and projections for 2014.

There will be a meeting on October 6 at 10:00 a.m. to discuss a master plan for the Library.

Somers Library Foundation

On September 29, the 5K Trail Race/1Mile Family Fun Run will take place. There are more sponsors this year than last and banners have been ordered. Additional runners should be registering over the next couple of weeks. Volunteers are needed as well. This year's profits will replace the circulation desk and hopefully the area behind it or at the very least a plan for that area.

Friends of the Somers Library

The Friends have approved all of Mrs. Miller's requests. They are working on trying to improve visibility and ways to increase membership and donations. On September 28, they will share a table with the Library at the Somers Chamber of Commerce Celebrate Somers event. The Friends did make a sponsor donation to the Foundation for their Race/Run. It would be beneficial if the President of the Foundation could come and speak to the Friends.

NEW BUSINESS

There was no New Business this evening.

The meeting was adjourned at 8:35 p.m. The next meeting will take place on Wednesday, October 9, 2013 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