

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

**MEETING MINUTES
September 14, 2016**

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

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

Laura Parisi was absent.

Library Director Andrew Farber was also present.

Approval of Minutes

Mrs. Williamson-Canavan made a motion to approve the minutes of the meeting held on August 10, 2016 as submitted. Mrs. Westerman seconded the motion. All were in favor.

Announcements and Correspondences

A going away party was given in honor of Betsy Bishop's retirement.

Public Comment

There was no Public Comment this evening.

Treasurer's Report

The Treasurer's Report was presented. Copies of the Abstract of Audited Vouchers #9, and Somers Library Vouchers were distributed. Mrs. Westerman made a motion to approve the Abstract of Audited Vouchers #9, dated September 14, 2016 in the amount of \$75,094.65, which included voucher numbers 87383 to 87412. The motion was seconded by Mrs. Williamson-Canavan. All were in favor.

The contractual amount spent this past month was \$20,045.74. The largest expenditures were: CF Air Conditioning and Heating (Program Room automation issue) \$3,800, Demco (Library materials) \$2,367, and Baker & Taylor (books) \$2,289. Payroll and benefit charges were \$53,628.78. Total Library spending for all accounts was \$75,094.65.

\$1,420.13 was spent out of the Gift Fund for programs and program supplies.

The 2017 proposed budget was submitted to Finance and the Budget Hearings will be held on October 19, 20 and 21 at 1:00 p.m.

Director's Report

STATISTICS:

This month there were 3,262 reference transactions, 22,322 visitors to the Library, 12,725 items circulated, 321 uses of the public computers, 35 uses of the conference rooms, 1,003 items circulated on overdrive, 42 programs, and a total program attendance of 1,762 people. The WiFi has been connected to 686 times. In August a new tutorial service was added to the Library's web offerings, Niche Academy. These tutorials cover the databases, eBooks, and social media offerings. In the one week the Library has had the service, there were 25 uses.

PERSONNEL:

Betsy Bishop has resigned effective September 1, 2016.

Andrew Farber will be on vacation from September 2 to 12.

Beth Levine will be on medical leave from September 7, with an expected return on October 22.

Holly Rivlin will sub in Children's Room on Monday, Tuesday, and Wednesday afternoons while Vicki DiSanto is running six programs during these times to assist.

Marie Pierre will be in the Library on Wednesday afternoons from September to December to run the Open Gate storytime/program, Battle of the Book meetings, 3rd Grade Book Club and combined 4th/5th Grade Book Clubs.

BUILDING:

The HVAC contract was accepted by the Somers Town Board on September 1. The parts have been ordered, and I will be contacted when they arrive to schedule the work.

The grout on the exterior of the building and the leaking gutters has continued to be repaired by Mr. Dammeyer. These repairs should be finished shortly.

The hand soap dispenser in the men's restroom has been ripped off the wall and a replacement has been ordered. Mr. Dammeyer will install the unit when it arrives.

The Solar Panel Installation Ceremony was held at the Somers Library on September 1 at 10:00 a.m.

The downstairs restroom doesn't have a diaper changing station. One will be purchased and installed.

MISCELLANEOUS:

The children's department has finished the summer reading game, and had a total attendance of 3,165, which reflects a 21% increase over 2016. They had a total of 92 programs, which is a 12% increase over 2016

Mrs. DiSanto will be in contact with Primrose School Librarian and 1st Grade Reading Coordinator to facilitate Therapy Dog program during the school year here in the Library.

Mrs. DiSanto and Ms. Pierre will go to the Somers Intermediate School when school starts to finalize raffle prizes for SIS Summer Readers at the Town Hall meeting on September 27 at 2:40 p.m. A PowerPoint presentation will be shown for all participants in Summer Reading in the Intermediate School.

Tara Ferretti will be out of the Library for High School visits on the following days and times: Tuesday, September 20, from 7:15 a.m. to 2:00 p.m., Friday, September 23, from 8:00 a.m. to 12:45 p.m., and Tuesday, September 27, from 7:15 a.m. to 12:45 p.m.

Mr. Carnow and Mr. Farber are working on creating a list of people to solicit RFP's from for an architect for the bathroom renovation project.

The Library, Friends of the Somers Library and Library Foundation will share a table at the Somers Chamber of Commerce Celebrate Somers event on Saturday, September 24, from 10:00 a.m. to 3:00 p.m. at the Towne Centre at Somers.

Mr. Farber spoke with Mr. Dammeyer about making some changes to the teen area and study room downstairs. Mr. Dammeyer indicated that he could handle the project, but a professional book moving company would have to be hired to move the books. Not only will it get done quickly by doing so, but efficiently.

Somers Library Foundation

The 5K run/family walk will be held on Sunday at 9:00 a.m. School runners were invited this year and registration is going well.

OLD BUSINESS

Mr. Carnow received a copy the landscape plan for the front of the Library. He made some changes. The final copy and images should be ready next week. It can be used as a guideline moving forward.

NEW BUSINESS

Mr. Farber sent Mr. Hasl a copy of a survey done by Pew Research Center in Washington DC about libraries. This will be discussed further at the October meeting.

The next meeting is scheduled to be held on October 12 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