

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

**MEETING MINUTES  
October 11, 2017**

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

The members present were: Ian Carnow, Jim Hasl, Liz Mignardi, Laura Parisi, Ann Westerman, and Christine Williamson-Canavan. Mr. Carnow joined the meeting already in progress at 7:45 p.m.

Paula Chamoun was absent.

Library Director Andrew Farber and Friends of the Somers Library President Susan Berkow, who joined the meeting at 8:25 p.m., were also present.

**Approval of Minutes**

A motion was made by Mrs. Parisi and seconded by Mrs. Mignardi to approve the September 14, 2017 meeting minutes as submitted. All were in favor.

**Announcements and Correspondences**

The meeting for the Library budget with the Town Board will take place on Wednesday, October 18<sup>th</sup> at 2:00 p.m. in the Somers Town House Meeting Room.

**Public Comment**

Mrs. Berkow had no comments.

**Treasurer's Report**

The Treasurer's Report was presented. Copies of the Abstract of Audited Vouchers #10, and Somers Library Vouchers were distributed. Mrs. Westerman made a motion to approve the Abstract of Audited Vouchers #10, dated October 11, 2017 in the amount of \$70,352.31, which included voucher numbers 91124 to 91158. The motion was seconded by Mrs. Mignardi. All were in favor.

The contractual amount spent this past month was \$17,641.01. The largest expenditures were: Baker & Taylor Books (books) \$3,720; Midwest Tape (library materials) \$2,623; and Apple Books (books) \$2,254. Payroll and benefit charges were \$50,034.58. Total Library spending for all accounts was \$70,352.31.

\$2,676.72 was spent out of the Gift Fund, \$1,449.20 for programs and \$1,227.52 for the vestibule renovation expenses.

## **Director's Report**

### **STATISTICS:**

The Adult department had 1,630 reference transactions this month, and hosted 27 programs with a total attendance of 453 people.

The Children's department had 795 reference transactions this month, and hosted 17 programs with a total attendance of 1,089 people.

The Young adult department had 27 programs with an attendance of 453.

10,950 items were loaned this month, there were 633 uses of the WiFi, 796 electronic items were loaned, and there were 243 uses of the public computers. Niche Academy has been used 50 times this month.

The Library's people counter has been down while the vestibule has been worked on and there is not an accurate number of visitors for the month. Based on the side entrance people counter we estimate approximately 17,000 people visited the Library. The program and conference rooms were used 37 times by outside groups.

### **PERSONNEL:**

The new Senior Library Clerk, Corinna Hamann, will begin work tomorrow.

Jane Rothschild has given her two weeks' notice and will be resigning from the Library effective October 24<sup>th</sup>.

Tara Ferretti will be attending NYLA on November 9 and 10 in Saratoga.

### **BUILDING:**

Assistant Building Inspector Tom Tooma investigated several issues in the Library and has the following report:

"I had a look at the mechanical room escape well regarding an oily appearance in the sump pit. It appears to be pretty much the same as I last saw it quite a while ago. I don't believe it was ever thoroughly cleaned. Chuck Dammeyer and I also checked a well which was constructed to monitor ground water and that appeared to be clear as it did when I last saw it a while ago. The escape well floor needs cleaning as there is some standing water and a couple of left over absorbent booms in it from back when. The same needs a cover to keep out storm water yet the cover needs to be openable from the interior because it serves as an escape. There is some unfinished business including the jetting of the underground drainage pipes and a man hole chamber (in this system) which needs debris cleaning as well. Also an inline oil separator (placed between the elevator sum pump pit and the escape well where it discharges) was talked about a while ago and this has not been done. Prior Library Board meeting minutes will include some other unfinished business however I feel the what I mentioned should really be addressed in the near future."

The vestibule has been (mostly) completed. We are very grateful to Mr. Dammeyer for his hard work in completing the project, and to the Somers Library Foundation for funding the renovation. We are waiting on the new floor mats and CIA Security to replace the smoke detectors.

### **MISCELLANEOUS:**

The Library has begun offering a program called TED Talks, which is run by a volunteer from the Friends of the Somers Library. This program has already been very successful, with 22 patrons attending the second session. At the end of the year the program will be evaluated and based on the results, it will continue in the spring.

The therapy Dogs will resume in October. A letter will be sent to the Primrose and Somers Intermediate School (SIS) Reading teachers to coordinate sign-up for children in the Reading Recovery programs.

Vicki DiSanto met with the new Librarian at SIS, Joe Benedetto. A new library card was created for SIS and Mr. Benedetto will publicize the children's programs on their Library website.

Mrs. DiSanto spoke with Andrew Johnson, Assistant Superintendent of the Parks and Recreation Department and all of the summer 2018 programs are in place.

The Westchester Amateur Astronomers program will take place Wednesday, October 25 beginning 6:15 pm. The rain/cloud date is Friday, October 27 at the same time. Parks and Recreation Superintendent Steve Ralston will coordinate games and lights in Upper Reis.

The Battle of the Books will be taking place on October 21<sup>st</sup>. Mrs. Ferretti has been very busy preparing for this event.

This fall, the Somers High School Librarian, Pam Read and Mrs. Ferretti will be offering students the opportunity to be part of a Teen Advisory Group (TAG). Meetings will be held at the High School.

The Library is putting together a pilot program to work with Heritage Hills Library in providing outreach and determining how the two facilities can work together. Everyone is excited for this new partnership.

### **OLD BUSINESS**

**Heritage Hills Library Pilot Programs** – Last month representatives of the Heritage Hills Library attended the meeting to discuss ways in which the two facilities could collaborate programs. Mr. Farber prepared a Project Proposal which was reviewed and discussed. Some suggested changes were made. A final copy will be emailed to all members.

**Somers Library Foundation 5K Run** – The Somers Library 5K Run was once again a success. All proceeds will benefit the Library.

**NEW BUSINESS**

**2018 Community Report and Survey** – Mr. Hasl reviewed and discussed an outline he created in an effort to establish a 2018 Community Report and Survey. He will email it to all for their input, feedback, etc.

The meeting was adjourned at 8:40 p.m. The Trustees will meet next on Wednesday, November 8 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