

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

**MEETING MINUTES
December 13, 2017**

President Hasl called the meeting to order at 8:10 p.m.

The members present were: Ian Carnow, Jim Hasl, Laura Parisi, Ann Westerman, and Christine Williamson-Canavan.

Paula Chamoun and Liz Mignardi were absent.

Library Director Andrew Farber was also present.

Approval of Minutes

A motion was made by Mrs. Westerman and seconded by Mr. Carnow to approve the November 8, 2017 meeting minutes as submitted. All were in favor.

Announcements and Correspondences

There were no Announcements and Correspondences.

Public Comment

There was no public present this evening.

Treasurer's Report

The Treasurer's Report was presented. Copies of the Abstract of Audited Vouchers #12, and Somers Library Vouchers were distributed. Mrs. Westerman made a motion to approve the Abstract of Audited Vouchers #12, dated December 13, 2017 in the amount of \$69,785.32, which included voucher numbers 91610 to 91638 and 91569. The motion was seconded by Mr. Carnow. All were in favor.

The contractual amount spent this past month was \$16,514.42. The largest expenditures were: Baker & Taylor Books (books) \$4,333; ARCO (cleaning) \$3,800; and Almeida Oil (heating oil) \$2,204. Payroll and benefit charges were \$52,040.68. Total Library spending for all accounts was \$69,785.32.

\$1,230.00 was spent out of the Gift Fund for programs.

Director's Report

STATISTICS:

The Adult department had 1,476 reference transactions in November, and hosted 31 programs with a total attendance of 429 people.

The Children's department had 539 reference transactions in November, and hosted 59 programs with a total attendance of 1,024 people.

The Young adult department had 18 programs with an attendance of 140.

The Somers Library loaned 9,364 items this month, 548 uses of the WiFi, 753 electronic items were loaned, and there were 193 uses of the public computers. Niche Academy has been used 17 times this month.

17,533 people visited the Library this month. The program and conference rooms were used 62 times by outside groups.

PERSONNEL:

Tara Ferretti attended the New York Library Association Conference and participated in the following presentations and workshops: 3D Printing, Sustainability, Improving Productivity, Advocacy, and Web Literacy Tools.

BUILDING:

The shelving for the Young Adult magazines was removed and the collection temporarily moved to the shelves where the summer reading is now displayed. A new wall unit has been ordered and will be placed where the small bulletin board is now hanging.

The bathroom renovation is going well.

Chuck Dammeyer continues to be an invaluable asset completing projects around the Library. Broken outlets have been replaced, furniture assembled, the teen magazine rack removed, and a new digital sign installed outside of the program room.

MISCELLANEOUS:

A resident attending an evening meeting reported a tripping accident when leaving the program room on November 20. A report was issued to Mr. Farber and insurance claims sent to the Town Clerk. As a result, Mr. Farber has spoken with the construction crew renovating the bathrooms, and they are adding additional signage, as well as caution tape when they place the drop cloth on the floor, which is only done when the crew is actively removing debris or bringing in machinery that may damage the floor. These activities only take place after the Library closes for the evening. The organizations using the program room have been made aware of the ongoing construction.

The Friends of the Somers Library annual appeal was sent out on December 11.

The Somers Library Foundation held an open house on November 29th to thank the donors for the vestibule renovation.

Johanna Kalantarov, from Kennedy Catholic High School has been in the Library

several times to drop off applications for library cards for their freshman students. 70 applications have been submitted.

The 2018 Staff Picks brochure has been done, and is on display with the other brochures. Val Herman is working on the New York Times 100 Notable Books of 2017, has updated the Nebula Awards brochure, and is working on the 2017 ALA Notable Books brochure.

New boards have been added to Pinterest. Mrs. Herman separated the Action, Espionage, and Intrigue, took out all of the mysteries, and created a 'New Mysteries' board, and put all of the mystery titles in there. She also created a Mediterranean Diet Cookbook board, and New Large Print board, and will create a 2018 NYT's 100 Best Books.

November Blog Posts included Book Club Resources, and What is the Deal With the Dewey Decimal System.

The 2018 summer reading for adults 'Book Bingo for Adults' card has been prepared. You can find it in the 'L' drive under Book Bingo.

Someone left some literature in the Library that was not suitable. It has been removed.

A resident had some concerns and questions about the letter that the Heritage Hills Society sent out about processing library cards. Mr. Farber met with her and all seems resolved.

A member of a local book club requested that the Library secure author Jodi Picoult for a presentation. Mr. Farber reached out to her booking agent and the fee is \$35,000, which is clearly more than the Library can spend on a program.

OLD BUSINESS

There was no Old Business this evening.

NEW BUSINESS

Check Voucher Preapprovals – A motion was made by Mr. Hasl and seconded by Mrs. Westerman to adopt and follow the Town's guidelines for paying claims in advance. All were in favor.

Bylaw Revisions – A motion was made by Mr. Hasl and seconded by Mrs. Parisi to change the bylaws to read that the officers will now serve a term of two years from the organizational meeting at which they are elected and until their successors are duly elected. All were in favor.

2018 Officer Nominations and Election – A motion was made by Mrs. Williamson-Canavan and seconded by Mrs. Westerman to accept the following nominations to serve from January 1, 2018 to December 31, 2019:

President – Jim Hasl
Vice President – Laura Parisi
Corresponding Secretary – Ian Carnow
Treasurer – Ann Westerman

All were in favor.

Charter Petition – A motion was made by Mr. Hasl and seconded by Mrs. Williamson-Canavan to create a Resolution of a Meeting of the Board of Trustees of the Somers Library requesting that the Board of Regents of the University of the State of New York amend the charter that the current number of nine Trustees as stated in the absolute charter be changed to a range of Trustees to be not less than five nor more than nine with the current number being five and that the President and Corresponding Secretary authorize to execute a petition to be addressed to the Regents of the University of the State of New York for such purpose. A Petition for Amendment of Charter was also created and copies of each maintained. All were in favor.

Overtime/Out of Title Payment – RESOLVED, that the Library Board does hereby approve Overtime/Out of Title Payment for 2017 as follows: Andrew Farber, Library Director, \$3,500.

The meeting was adjourned at 8:25 p.m. The Trustees will meet next on Monday, January 8 at 8:00 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