

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

**MEETING MINUTES
March 13, 2018**

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

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

Ian Carnow was absent.

Library Director Andrew Farber was also present, as well as Somers Library Foundation Board members Mary Graham and Jamie Hasl.

Approval of Minutes

A motion was made by Mrs. Williamson-Canavan and seconded by Mrs. Parisi to approve the February 12, 2018 meeting minutes as submitted. All were in favor.

Announcements and Correspondences

NYS Library Advocacy Day was held on February 27th. Mr. Hasl opted not to attend this year's event as it was only a tour of the State Library, instead of an opportunity to meet with the lawmakers. Mr. Hasl thought perhaps an alternative would be for him and Mr. Farber to meet with Senator Murphy or a member of his staff. All agreed.

Public Comment

Public comment was covered under New Business – Book Sale.

Treasurer's Report

The Treasurer's Report was presented. Copies of the Abstract of Audited Vouchers #3, and Somers Library Vouchers were distributed. Mrs. Westerman made a motion to approve the Abstract of Audited Vouchers #3, dated March 13, 2018 in the amount of \$67,487.91, which included voucher numbers 92629 to 92657. The motion was seconded by Mrs. Parisi. All were in favor.

The contractual amount spent this past month was \$12,802.95. The largest expenditures were: Baker & Taylor Books (books) \$4,149 and Almeida Oil (oil) \$3,062.00. Payroll and benefit charges were \$53,596.20. Total Library spending for all accounts was \$67,487.91.

\$1,088.76 was spent out of the Gift Fund for programs.

Director's Report

STATISTICS:

The Adult department had 1,305 reference transactions this month and hosted 14 programs with a total attendance of 114 people.

The young adult department had 13 programs with an attendance of 154 people.

The Children's department had 962 reference transactions this month and hosted 27 programs with a total attendance of 253 people.

The Somers Library loaned 9,822 items this month, 721 electronic items were loaned, and there were 188 uses of the public computers. Niche Academy has been used 67 times this month. 525 people connected to our wireless network.

14,714 people visited the Library this month. The program and conference rooms were used 13 times by outside groups.

PERSONNEL:

Andrew Farber will be attending the Public Library Association Conference in Philadelphia the week on March 19th.

BUILDING:

Although the Library lost power and heat during the recent storms, thankfully there was no damage to the pipes. Once power was restored, the heat and water came back online without any issues.

Unfortunately, this evening, Mr. Farber noticed an issue with the temperature in the Library. It is heating the building up much higher at night than it is during the day. He will call C.F. Air Conditioning and Heating about it tomorrow.

The cleaning service contract for the building is soon to expire and ARCO is proposing a 10% increase.

Last week, someone left a huge bag of used toys in front of the Library. Anything of use for the Library was kept and the remainder given to Parks and Recreation for use at summer camp.

Only one bid was received to replace the Library windows. It was much higher than anticipated. Mr. Farber is following up with Building Inspector Efrem Citarella.

Soon, Chuck Dammeyer will be renovating the staff bathroom by installing new flooring and fixtures, as well as painting.

MISCELLANEOUS:

Due to multiple storms the Library was closed for several days in March. It was opened

on Sunday, March 11th from 12:00 to 3:00 p.m. to give patrons more time to pick up and return their items. During those 3 hours, 154 people came to the Library.

New procedures for use of the program room by outside groups has been implemented. Margaret Widman has been trained on these new rules, and will be using the new, Town-wide room use application. All groups must provide certificates of insurance, which will be kept on file. The Library will no longer be collecting room use deposit checks. This brings the Library in line with the rest of the Town.

During the February school break Vicki DiSanto had the following program for children:

- February 20:
 - Home crafts - pyramid - 37 attended
 - Model Magic Snowman - 24 attended
- February 21: Lincoln Log craft - 11 attended
- February 22: Igloo craft - 8 attended
- February 23: ABC House - 15 attended

The 1st Grade Tours are scheduled for May 23 and 24, with rain dates of May 30 and 31. There will be 2 sessions per morning beginning at 9:00 a.m.

Issues continue with dirty diapers in the children's room. This month there was a child that had a leaking diaper being moved throughout the children's room before the Librarians found out. It was quite a mess to clean up. The room and locations were disinfected.

The Library was inundated by the large number of students looking for volunteer hours over the last few months with February 2018 being the highest number of volunteers at 27. Hours for volunteering are due by February 28th for the Junior National Historical Society and March 16th for National Honor Society. With the start-up of the Junior National Honor Society for middle schoolers, Tara Ferretti reached out to middle school teachers and moderators of the Junior National Historical Society at Somers Middle School – Ms. Manko and Ms. Schettino. She is hoping to coordinate with them to offer hours over the summer to middle schoolers (and high schoolers as well) in the attempt to spread out the volunteers so that there is more even distribution of volunteers throughout the year. Mrs. Ferretti would also like to bring more teens into the Library over the summer. Below are the numbers of volunteers per month with a total of 86.

- February = 27
- January = 23
- December = 21
- November = 15

Battle of the Books – Because of the accusations of sexual harassment against James Dashner, who has been dropped by his agent and publisher, the book selection committee feels uncomfortable promoting him by using his book, Maze Runner for BoB. With the support of the board, Maze Runner was replaced with Delirium by Lauren Oliver. Here is the final list:

- The Girl in the Blue Coat by Monica Hesse
- Delirium by Lauren Oliver
- Red Queen by Victoria Aveyard
- Drums, Girls and Dangerous Pie by Jordan Sonnenblick
- The Naturals by Jennifer Lynn Barnes

Valerie Herman has weeded the adult mystery area as well as biographies, travel, and large print. Some books are being sent to Better World Books; most will be given to the Foundation's Book Sale. She will begin working on the fiction collection next.

The Psychic programs scheduled for March and April are completely booked. There are a few spots remaining for May's presentation, and people are being encouraged to register for the offering in May. Mrs. Herman will make arrangements to have the presenter offer some additional presentations this fall. Sylvia Derby has graciously volunteered to take attendance for all three programs.

New seeds have been ordered for the Seed Library. Registration forms are on top of the Seed Library display. Patrons may take a few seeds from the seed packets and use the small gold labeled envelopes to take them home in. They are encouraged to return some of their harvested seeds to help sustain the Seed Library.

OLD BUSINESS

There was no Old Business this evening.

NEW BUSINESS

Book Sale – Somers Library Foundation Book Sale Co-Chairs Mary Graham and Jamie Hasl met with the Board to give them the details of the Book Sale which will be held for the general public on Saturday, April 21st from 10:00 a.m. to 5:00 p.m. and Sunday, April 22nd from 12:00 to 4:00 p.m. A bookseller and donor preview will be held on Friday, April 20th from 4:00 to 7:00 p.m., Bargain Day on Monday, April 23rd and Tuesday, April 24th will be for Non-Profits. A substantial amount of research has gone into planning this event in an effort to make as much money as possible to benefit the Library. The donated books are currently being stored in one of the former IBM

buildings thanks to the generosity of the new owners, Sebastian Capital. Donations of drinks and refreshments for the volunteers are being solicited. Sponsoring this sale has helped give visibility to the Foundation. The Library Board of Trustees assistance is needed by liking the Somers Library Foundation Facebook page, as well as sharing it with their friends, and volunteering to assist for a 4-hour shift over the course of the sale. The Trustees are most grateful for all that Mrs. Graham and Mrs. Hasl are doing in this endeavor and thanked them immensely.

Meeting with Town Officials – At the request of the Library Board of Trustees, Mr. Farber, Mr. Hasl and Mrs. Westerman met with Councilman Garrity, Town Clerk Patty Kalba, Finance Director Bob Kehoe, and Supervisor Morrissey. The following items were discussed, Building Use Policy; FOIL Request; Public Bathrooms and Future Renovations; and Book Recycling Procedures.

The meeting was adjourned at 8:50 p.m. The Trustees will meet next on Wednesday, April 11th 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