

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

**MEETING MINUTES  
May 10, 2017**

President Hasl called the meeting to order at 9:00 p.m.

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

Paula Chamoun and Laura Parisi were absent.

Library Director Andrew Farber was also present.

**Approval of Minutes**

A motion was made by Mr. Williamson-Canavan and seconded by Mr. Carnow to approve the April 12, 2017 meeting minutes as submitted. All were in favor.

**Announcements and Correspondences**

There were no Announcements and Correspondences.

**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 #5, and Somers Library Vouchers were distributed. Mrs. Westerman made a motion to approve the Abstract of Audited Vouchers #5, dated May 10, 2017 in the amount of \$90,997.82, which included voucher numbers 89702 to 89739. The motion was seconded by Mrs. Williamson-Canavan. All were in favor.

The contractual amount spent this past month was \$24,131.66. The largest expenditures were: Westchester Library Services (phone system) \$6,117.17, Baker & Taylor Books (books) \$3,869.35 and United Metro Energy (fuel) \$2,570.63. Payroll and benefit charges were \$55,753.94. Total Library spending for all accounts was \$90,997.82.

\$1,512.22 was spent out of the Gift Fund for programs and \$9,600 for Cosentino Architecture for the bathroom renovation project.

Mr. Farber received a correspondence from Finance Director Bob Kehoe regarding investing a portion of the fund balance in short term Certificates of Deposits for 3 months beginning in June.

## **Director's Report**

### **STATISTICS:**

The Adult department had 1,483 reference transactions this month, and hosted 31 programs with a total attendance of 509 people.

The Children's department had 739 reference transactions this month, and hosted 38 programs with a total attendance of 641 people.

The Young Adult department hosted 18 programs with a total attendance of 119 people.

The Somers Library loaned 10,830 items this month, 569 uses of the WiFi, 824 electronic items were loaned, and there were 218 uses of the public computers. Niche Academy has been used 45 times this month.

The Library had 15,436 visitors counted by the people counter, and had the program and conference rooms used 70 times by outside groups.

### **PERSONNEL:**

Andrew Farber attended a Foundation workshop on grant writing this month.

Most of the full-time staff attended the Town workshop on Workplace Violence, which was held on April 6.

Vicki DiSanto will attend an Early Literacy Workshop at WLS on May 24.

### **BUILDING:**

The Friends of the Somers Library donated new landscaping for the Library. Plants were purchased from Ultimate Services, and planted by the Katonah Nursery. The Library is very grateful for this donation, and it greatly improves the look of the Library.

The bids for the bathroom construction project have gone out, and will be opened later this month.

The new phone system was installed in the beginning of May, and A-Amp Electric completed all of the wiring needed for the project.

Bee and Jay plumbing has determined the location of the shut off valve for the bathrooms and hose bib, but has found that it does not fully seal. They are in the process of determining if the pipe will need to be moved for the bathroom construction project or can be repaired beforehand. Bee and Jay is ordering replacement parts for the damaged hose bib.

Charles Dammeyer has begun work in the vestibule, removing the knee walls. Once the new tiles are received, he will begin the flooring work and then painting will commence.

The Town is working with CIA Security regarding a wireless carbon monoxide system and additional duress buttons in the Library. Mr. Farber will continue to keep everyone updated.

It was discovered today that there is yet more water damage in the back reading room over one of the windows.

Over the past few months, some of the Town buildings received bad oil and until the situation is resolved, all have been asked not to have oil delivered.

**MISCELLANEOUS:**

The Library passed 50,000 followers on Pinterest this month.

The Children's and Young Adult departments have finished planning their summer reading programming.

The 1<sup>st</sup> grade tours have been scheduled for May 23 and 24. Foundation members will be present to distribute refreshments.

OpenGate meetings are being run by Betsy Bishop for April and May, and Beth Levine thereafter.

The therapy dog program is continuing each Wednesday and Saturday. This is a special collaboration with the reading teachers from the Primrose and Somers Intermediate Schools.

The Local History program led by Doris Jane Smith began another session on April 4 and 12 attended. They will meet again on May 2. The content does not duplicate prior offerings.

The Teen Advisory Group (TAG) community service collection for the Putnam Humane Society will take place for the month of May.

The 50<sup>th</sup> Birthday Celebration of Reis Park went off without a hitch this month. There were an estimated 150 people in attendance at the Park and another 50 people at the Wright-Reis Homestead. This was a wonderful collaboration with the Somers Historical Society, and we look forward to more partnerships in the future. Tara Ferretti, Vicki DiSanto, Valerie Herman, and Somers Historical Society's Grace Zimmerman did a wonderful job of putting the event together. Mr. Farber cannot thank them enough. Mrs. Mignardi took part in the event and was quite pleased.

The Somers Library Foundation Luncheon was held on April 26<sup>th</sup> and it went very well. We are most thankful for all of their support.

There have been some issues in the parking lot of the Library. The Somers High School students who are unable to park in the school lot are parking in the Park.

Unfortunately there have been experiences with inappropriate behavior. Mr. Farber met with Police Chief Driscoll. The Town is aware of the situation and all are working together to come up with a resolution.

**OLD BUSINESS**

There was no Old Business.

**NEW BUSINESS**

There was no New Business.

The meeting was adjourned at 9:35 p.m. The Trustees will meet next on June 14 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