

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

**MEETING MINUTES
June 13, 2018**

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

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

Library Director Andrew Farber was also present.

Approval of Minutes

A motion was made by Mrs. Williamson-Canavan and seconded by Mrs. Parisi to approve the May 9, 2018 meeting minutes as submitted. All were in favor.

Announcements and Correspondences

Last week, Mr. Farber and Mr. Hasl attended the WLS's Trustee Institute program "Budgeting with a Mission" which was held at the Somers Library. On September 6th, Libby Post will present "The Next Stage of Community Support – Getting the Most Out of Advocacy and Fundraising". Perhaps Mr. Farber might think about hosting a Library Director's Round Table at some point in the future in an effort to share ideas.

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 #6, and Somers Library Vouchers were distributed. Mr. Hasl made a motion to approve the Abstract of Audited Vouchers #6, dated June 13, 2018 in the amount of \$71,832.76, which included voucher numbers 93385 to 93425. The motion was seconded by Mr. Carnow. All were in favor.

The contractual amount spent this past month was \$16,240.32. The largest expenditures were: Baker & Taylor Books (books) \$2,956; Apple Books (books) \$2,695; and SYNCB/Amazon (supplies including two computers) \$1,556. Payroll and benefit charges were \$53,054.67. Total Library spending for all accounts was \$71,832.76.

\$2,537.77 was spent out of the Gift Fund for programs and museum passes.

Director's Report

STATISTICS:

The Adult department had 1,112 reference transactions this month and hosted 37

programs with a total attendance of 729 people.

The Children's department had 954 reference transactions this month and hosted 40 programs with a total attendance of 649 people.

The Young Adult department had 17 programs with an attendance of 121 people.

The Somers Library loaned 11,022 items this month, 1602 electronic items were loaned, and there were 188 uses of the public computers. Niche Academy has been used 38 times this month. 728 people connected to the wireless network.

15,867 people visited the Library this month. The program and conference rooms were used 20 times by outside groups.

FRIENDS:

The Friends of the Somers Library generously funded the July to December programming cycle in the same amount as that of January to June. A total of \$7,500 has been donated and the Library is most grateful.

BUILDING:

There have been issues with the HVAC system again. The breakers in the reading room and basement are tripping and shutting off. CF Air Conditioning and Heating has replaced the transformer for the units, but the issues are still occurring. The wiring is currently being checked.

The Town Board has accepted the bid from Wiser Home Remodeling to replace the Library windows and are currently awaiting the start of the project.

MISCELLANEOUS:

The Library is making headway with the new library card drive initiative with Heritage Hills. Unfortunately, WLS is not able to automatically parse the library card request list, so the staff has been working diligently to insure all those who need cards will receive them.

The Kindergarten Bus Ride was held on May 23rd, with two sessions accommodating 160 youngsters.

The 1st Grade Tour was on May 23rd and 24th, with 165 in attendance and 126 new library cards given out. 76% of the 1st graders received new cards. Thank you to Edith Felis for inputting all the cards and to the staff who came in to assist with checkout.

There will be a Battle of the Books team for grades 4 to 6 this year run by substitute Librarian Elizabeth Portillo. There are seven members. The books have come in and an email has been sent out to the members to pick up their books, as well as to drop off their permission and photo release forms.

The Book Buddy forms are due on June 7.

The Children's Summer Reading Kick-Off is on Friday, June 22nd at 1:00 p.m. The Animal Embassy will be present with their animals.

Many titles of the books donated to the Library from the Foundation Book Sale are useable for this year's collection. The High School added a 9th Grade Humanities class and two International Baccalaureate classes with new books, which Mr. Farber is currently ordering.

The Somers Library Teen Battle of the Books 2018 team has seven members. They will be meeting on June 26, July 10 and 31, as well as August 2. This year the focus will be on one book per the four meetings during the summer and the fifth book will be discussed on September 7th (the first meeting of the school year).

One of the early literacy computers in the children's room got damaged and was replaced along with the other one as they were 8 years old.

Thank you cards that Mrs. DiSanto received from patrons were shared.

There will be changes made to automatic renewals which will result in a revenue decline. The Library Directors will ultimately make the decision. Mr. Farber will keep the Board updated.

Mr. Farber shared information he received from NYSEG about an efficiency lighting grant with Mr. Carnow and Mr. Hasl. In addition, they are also offering fundraising opportunities that he will share with the Trustees, as well as check with the local libraries who participated in this program.

OLD BUSINESS

There was no Old Business this evening.

NEW BUSINESS

Program Room Project – The Somers Library Foundation has given the Library \$7,000 for the installation of commercial grade carpeting in the Program Room, as well as the purchase of chairs and an accessory table for the lobby area outside of the Program Room.

Generator Discussion – A discussion took place about purchasing a generator for the Library.

The meeting was adjourned at 8:55 p.m. The Trustees will meet next on Wednesday, July 18th 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