

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

**MEETING MINUTES  
May 13, 2020**

President Hasl called the meeting to order at 7:40 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.

The Trustees did not meet in April due to the corona virus.

The meeting was held remotely via Zoom.

**Approval of Minutes**

A motion was made by Mrs. Westerman and seconded by Mrs. Parisi to approve the March 18, 2020 meeting minutes as submitted. All were in favor.

**Announcements and Correspondences**

There were no announcements and correspondences this evening.

**Public Comment**

There was no public comment.

**Treasurer's Report**

The Treasurer's Report for April and May will be presented during a special meeting next week as the checks were not ready for this evening's meeting.

**Director's Report**

Mr. Farber's report was covered under New Business this month.

**OLD BUSINESS**

There was no Old Business.

**NEW BUSINESS**

**Re-Opening Plans** – Mr. Farber created a Re-Opening plan which was shared with the Trustees and staff. It was discussed at a staff meeting earlier as well as reviewed this evening. Nothing can be done until the park is reopened to the public. The staff will be working in teams and will begin with curbside pick-up from 10:00 a.m. to 5:00 p.m. Parks and Recreation Superintendent Steve Ralston has been gracious enough to offer their tent, walkie talkies, and traffic control. All were pleased with the plan. It is very

thorough. Mr. Farber was commended for doing a great job. A motion was made by Mrs. Parisi and seconded by Mrs. Williamson-Canavan. All were in favor.

**Personal Protective Equipment** – The Library has a supply of face masks, hand sanitizer and wipes. Arrangements will be made to have plexiglass cubicles made. There is also talk about UV filters being placed on the air conditioning unit to purify the air flow.

**Liability Issue** – The Westchester Library System is researching the liability issue regarding staff signing a document indicating that they are not sick and do not have a fever versus someone actually taking their temperature and questioning them about whether or not they are not feeling well.

**Building Issues** – There continue to be issues with water coming into the building during heavy rain storms. Mr. Farber will follow up with Town Planner Syrette Dym regarding the grant for the generator.

**Staff Resignations** – Two staff members, Rosemarie Bahr and Eileen Ormond have already resigned as a result of not feeling comfortable during the reopening stages, as well as the seasonal appointment of Jovy-Anne O’Grady.

**Furloughing Pages** – A lengthy discussion took place about furloughing the three pages that work between 25 and 30 hours per pay period. Although, they are essential when the Library is fully functionally, until and when that happens, there are no tasks for them to currently complete. All agreed that although this is not something they want to do, they have no other choice at this point and this is the most logical thing to do until the Library is fully functional again. Mr. Farber will notify the pages tomorrow and they will be furloughed effective Monday, May 11<sup>th</sup>.

**2021 Budget** – This is going to be a difficult year for budgets since there will be a decrease in tax revenues. Mr. Farber and Mrs. Westerman will discuss using the fund balance if necessary. In addition, a significant amount of money has been saved over the last two months since the Library has been closed.

**Librarian 1 Position** – Although the Supervisor has said to hold off hiring new staff, the Librarian 1 Position, which is currently vacant needs to be desperately filled as Mr. Farber and Mrs. Ferretti have been filling that position since it has been vacant. The list has been canvased three times. There have been issues with the mail and meeting the time limitations regarding hiring as well as starting the new position. The Trustees will meet in Executive Session to discuss this further.

The meeting was adjourned at 8:20 p.m. and the Trustees went into Executive Session to discuss a personnel issue. The Trustees will meet next on Wednesday, June 17<sup>th</sup> 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