

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

**MEETING MINUTES
January 20, 2021**

Trustee Christine Williamson-Canavan called the meeting to order at 7:35 p.m.

The members present were Stephen Barankewicz, Susan Dillon, Peter Knothe, Michelle Nicora, Tracy Reimann, Barbara Tepper, and Christine Williamson-Canavan.

Somers Library staff member Vicki DiSanto and Friends of the Somers Library Board member JoAnne Galvin were also present.

The meeting was held remotely via Zoom.

Approval of Minutes

A motion was made by Mrs. Williamson-Canavan and seconded by Mr. Barankewicz to approve the December 16, 2020 monthly meeting minutes as submitted. All were in favor.

Announcements and Correspondences

There were no announcements and correspondences.

Public Comment

Mrs. Gavin asked how the search for a new Library Director was going. Mrs. Williamson-Canavan responded that although still a work in progress, things are moving in a positive direction.

Treasurer's Report

The Treasurer's Report was presented.

Mrs. Williamson-Canavan made a motion to approve the Abstract of Audited Vouchers 1#1, dated January 20, 2021 in the amount of \$58,040.59 which included voucher numbers 101396 to 101418. The motion was seconded by Mr. Knothe. All were in favor.

The contractual amount spent this past month was \$17,926.47. The largest expenditures were: WT Cox (magazine subscriptions) \$3,907.63, Baker and Taylor Books (library materials) \$3,202.00 and Schindler Elevator Corp. (elevator maintenance and repair) \$2,352.48. Payroll and benefit charges were \$40,114.12. Total Library spending for all accounts was \$58,040.59.

Director's Report (as submitted by Vicki DiSanto interim Library Director)

PERSONNEL:

Mrs. DiSanto was given approval to have Edith Felis move forward on hiring two part-time circulation substitutes.

BUILDING:

North County Electric has installed the new lights in the hallway and Chuck Dammeyer is finishing the ceiling.

Due to the numerous problems as a result of the fire panel installed in December, Doyle Security returned on January 5th to remove it and install another new panel. This seems to have fixed all the previous problems. The upgrade to a 5G line for the fire panel was completed as well. All systems were tested and are working well. A new enunciator was installed in the library. Mr. Dammeyer is patching and painting that area. Mrs. DiSanto stopped at the firehouse on Route 139 across from Somers High School to make them aware of the new fire panel. She will be giving them a key as well.

The water issue in the furnace room downstairs was shown to Mr. Dammeyer and he made the Building Inspector aware of it. They have identified the problem area and will take care of it in the spring when the ground thaws.

Curbside delivery has been moved to the front of the Library and a wire stand is being used as the tent was taken down for the winter. This seems to be working well.

Pest Management was at the Library on January 13th for an inspection.

MISCELLANEOUS:

Mrs. DiSanto continues to work with the Recreation Department on summer program collaboration. The dates are posted on the Library's internal Google calendar.

There is a balance in the PCSB bank account and the Finance Department has asked who the new signatories will be.

In the fall, Mr. Farber had submitted a grant application to WLS and they now need confirmation that the Library will be housed in the building for at least ten more years. Supervisor Morrissey provided confirmation and WLS will continue to process the application.

Both the RB Digital and Freegal contracts were renewed.

Planning for the Primrose 1st graders tour of the Library is pending.

Two emails were received from patrons letting the staff know what a fabulous job they are doing during this unprecedented time.

The Friends of the Somers Library have graciously donated money to the Library for programming.

Mrs. Williamson-Canavan thanked Mrs. DiSanto for all of her hard work including working on Christmas Day and during her vacation. She has gone above and beyond since Mr. Farber left and it is most appreciated.

OLD BUSINESS

2021 Holiday Schedule

A motion was made by Mrs. Reimann and seconded by Mrs. Tepper to approve the 2021 Holiday Schedule as submitted. All were in favor.

Trustee Hand Books and Policies Binders

Mrs. DiSanto has Trustee hand books and policies binders for everyone. She asked that all reach out to her to make an appointment to pick them up via the Curbside Pick-Up service.

Election of Officers

Mrs. Reimann made a motion to elect the follow officers for 2021.

President – Christine Williamson-Canavan
Vice President – Susan Dillon
Corresponding Secretary – Stephen Barankewicz
Treasurer – Barbara Tepper

Mrs. Nicora seconded the motion. All were in favor.

NEW BUSINESS

Expanding the Number of Trustees

A motion was made by Mrs. Williamson-Caravan to expand the number of Library Board Trustees from 5 to 7. This change needs to be made to the By Laws. Mrs. Dillon seconded the motion. All were in favor.

Interim Library Director Monthly Bonus

At the October 21, 2020 monthly Library Board of Trustees meeting, Mrs. Williamson-Canavan made a motion to approve having Mrs. DiSanto take on the responsibilities of the former Library Director and to be the liaison to the Library Board of Trustees at the agreed upon monthly bonus. Mrs. Parisi seconded the motion. All were in favor. Finance Director Bob Kehoe has indicated that the amount of the bonus must be reflected in this evening's meeting minutes. The amount is \$1,000.

The meeting was adjourned at 8:30 p.m. and the Trustees went into Executive Session. The next meeting will be held on Wednesday, February 17th at 7:30 p.m.

Respectfully submitted,

Denise Schirmer, Secretary
Somers Library Board of Trustees

cc: Library Board of Trustees
Town Board
Town Clerk
Director of Finance