



## **SOMERS LIBRARY**

P.O. Box 443, Somers, New York 10589 • (914) 232-5717 • Fax: (914) 232-1035 • [www.somerslibrary.org](http://www.somerslibrary.org)

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

### **MEETING MINUTES September 21, 2022**

President Tepper called the meeting to order at 7:05 p.m.

The Trustees present were Stephen Barankewicz, Nola Blair, Susan Dillon, Michelle Nicora, Tracy Reimann, and Barbara Tepper.

Library Director Jennifer Daddio and library staff member Tara Ferretti were also present.

#### **Approval of Meeting Minutes**

A motion was made by Mrs. Dillon and seconded by Ms. Blair to approve the August 17, 2022 monthly meeting minutes as submitted. All were in favor.

#### **Announcements and Correspondences**

Ms. Daddio read aloud a very complimentary email she received from a library patron.

A generous donation of \$850 was given to the library from the At Home in Heritage Hills organization, which has recently folded. A thank you note has been sent.

A library patron emailed to ask if the library had any materials in the library challenged. Ms. Daddio was happy to report that they have not.

A patron emailed to thank the library for doing a series of programs for Hispanic Heritage Month for children. They love that the library has begun doing programs like this.

#### **Public Comment**

There was no public present.

#### **Treasurer's Report**

Mrs. Nicora presented the Treasurer's Report. It was reviewed and discussed.

Mrs. Reimann made a motion to approve the Abstract of Audited Vouchers #9, dated September 21, 2022 in the amount of \$14,559.73, which included voucher numbers 106246 to 106271. The motion was seconded by Mrs. Dillon. All were in favor.

The contractual amount spent this past month was \$14,559.73, which included \$548.59 from the Gift Fund. The largest expenditures were: Baker and Taylor Books (library materials) \$5,263.69; Kencal (cleaning services) \$1,595.92; and NYSEG (electric) \$1,588.56. Payroll and benefits were \$60,740.34. Total Library spending for all accounts was \$75,300.07.

### **Library Director's Report**

In addition to the Library Director's Report, the Trustees received reports from the Children's, Adult's, Young Adult's and Tech Departments.

### **Buildings and Grounds:**

The children's room carpeting has been installed and looks beautiful. In addition, the furniture in the room has been reconfigured and it looks like a whole new room. New furniture is being paid for by the Somers Library Foundation. Town Maintenance Laborer Marty Stole will assemble the new furniture.

An estimate has been secured from a local locksmith to change the locks and add some additional locks in the building for \$3,505. This work should be done in the next few weeks.

Doyle Security came to discuss upgrading the library security system and provided a proposal at a cost of \$18,278. The Town is also considering doing some upgrading, so the Supervisor asked us to wait until they have all of the town buildings assessed. Regardless of what the town decides to do, it is Ms. Daddio's recommendation to have the library upgrades done.

The new Polywood benches that will sit outside of the children's room have arrived and have been put together by Mr. Stole.

Permission was given by the Town Board to solicit requests for proposal to do the work in the teen area. It has been posted in The Somers Record and packages have been sent out. They are due to the Town Clerk next week.

### **Professional Development:**

Ms. Daddio attended the PLDA meeting this month. In addition to being the Secretary for PLDA, she is also the Chair for the new Wellness Committee, that will address stress and trauma for library workers.

Corinna Hamann attended a webinar on digital preservation of oral histories.

Tara Ferretti will be attending NYLA in November in Saratoga Springs.

### **Incident:**

The individual who was harassing staff several months ago came back and harassed the circulation staff. Ms. Daddio spoke with him and was told he wanted the director's job. She told him we already had this conversation and if he didn't need anything else the staff and she had work to get back to. Ms. Daddio is playing phone tag with Detective Burpee as she wants to alert him about this person.

### **Statistics for August**

New Library Cards: 83 (62 adult, 12 juvenile, 8 teen, 1 staff)

ILL Items Received: 1,541

ILL Items Supplied: 1,341 Monthly Circulation

Total for August 2022: 8,003

Mrs. Tepper hopes that Ms. Daddio is able to speak to Sergeant Burpee soon about the harassing patron. She is happy to hear that Mrs. Ferretti will be going to the NYLA. It was noted that Trustees are welcome to attend as well. Circulation is up 10% over this time last year. Mrs. Dillon complimented Ms. Daddio on a well-done report.

## **GRANT REVIEW**

### **NYS Construction Grant - Generator and New Windows:**

The generator has been ordered and Mrs. Schirmer will follow up on the windows project.

### **E-Rate Grant - Rewiring of Building:**

The rewiring work that will be funded in part by the E-Rate Grant is underway.

### **Long-Range Action Committee (LRAC)**

There have been only 364 responses to the library survey. Some focus groups are scheduled over the next few weeks. Ms. Daddio hopes to bring this process to completion by early November.

## **BUSINESS WITH THE TOWN**

The following list has been established:

WiFi outside of the library building; USB ports and WiFi in the pavilion; solar panels on the rooftop of the library building and/or lawn; double sided up-lit sign at the entrance to the park; renovation of library staff bathroom; additional tables and benches around the library building; Zen Garden outside of the children's room; and garbage receptacles around the library building.

At some point, Ms. Daddio will begin a dialogue with the Superintendent of Parks and Recreation about some of these items as he is responsible for the areas outside of the library. In the meantime, creating a Teen Room is a priority for her and the Board.

## **OLD BUSINESS**

**Bylaw Amendment – Number of Trustees and a Quorum** – As per the requirements of the State Education Department, a motion was made by Mrs. Tepper and seconded by Mrs. Dillon to amend Article III, Section 1 of the Bylaws to increase the number of Trustees from 7 to 9, requiring a quorum of 5. All were in favor.

## **NEW BUSINESS**

**2023 Proposed Budget** – Ms. Daddio, Mrs. Nicora and Mrs. Tepper worked on the 2023 proposed budget which represents a 10% increase over last year's budget. A review and discussion ensued. The library's proposed 2023 budget, 5-Year Plan, 2022 Accomplishments and 2023 Goals have been submitted to the Finance Office. Ms. Daddio expects to hear about the hearings in the next few weeks and will make the Trustees aware of the day and time.

**Trustee Name Plates** – Now that the Trustees are meeting in person again, Mrs. Dillon suggested Ms. Daddio purchase name plates for each Trustee.

**New Hire** – A motion was made by Ms. Blair and seconded by Ms. Nicora to approve the hiring of Karen Collura, part-time circulation clerk at an hourly salary of \$15.47. All were in favor.

The Trustees went in to Executive Session to discuss the appointment of three new Trustees at 7:50 p.m. They came out of Executive Session at 8:45 p.m. and announced that five potential candidates were interviewed and the following three were invited to join the Library Board of Trustees, Allison Colella, Stephanie Keegan and Cassandra Lian. President Tepper was pleased to report that all

three accepted. Mrs. Schirmer will make the Town Board aware and update the Trustee list.

The meeting was adjourned at 9:00 p.m. and the Board will meet next on October 19<sup>th</sup> at 7:00 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 – Carolyn Brush and Bob Kehoe