



SOMERS LIBRARY

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

MEETING MINUTES December 21, 2022

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

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

Tracy Reimann was absent with prior notice.

Library Director Jennifer Daddio and resident Allison Colello were also present via Zoom.

Approval of Meeting Minutes

A motion was made by Ms. Keegan and seconded by Ms. Blair to approve the November 16, 2022 monthly meeting minutes as submitted. All were in favor.

Announcements and Correspondences

On November 17, a donation in the amount of \$30 was received in appreciation for the tech help the patron has been getting from Juan Carlos Villagómez.

A patron stopped by the circulation desk on Saturday, November 26 to say they are loving the upgrades to the library building and the programs that are being offered.

On November 29, Ms. Daddio had a phone call meeting with Rob Scorrano and Bob Kehoe about budgeting with regard to personnel. Although there is currently no wiggle room in the library budget for 2023, it was a good meeting and Ms. Daddio thinks there will be more conversations about this topic with them in the future.

On December 12, Ms. Daddio received a call from a patron thanking the library for offering the program, "Art for Stress Relief" with Anne Zimmerman. She said the program was amazing and hopes that this series will continue in the future. The patron added that as a senior citizen, she is grateful for all of the Zoom programming that she can do from the comfort of her home.

On December 12, Ms. Daddio received the following email from Tara Ferretti about Terre Thomas and her successful "Craft a Gift Day" program:

Jennifer,

I am writing to you to give kudos to Terre for all of her hard work in making last Saturday's Craft a Gift such a resounding success. She worked very hard finding the best crafts for multiple age groups, organized what supplies were needed and recruited and organized volunteers for 10 crafts! And, it all went off without a hitch!

We don't have all the numbers yet for each craft made, but we did have 65 people attend. They all seemed very happy with their projects and many hoped we will do this again next year!

I appreciate Terre very much as a coworker and friend and know what an asset she is to this library.

Tara

Public Comment

Mrs. Colella shared that she will be interviewed for a Trustee position by the Town Board in January.

Treasurer's Report

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

Ms. Keegan made a motion to approve the Abstract of Audited Vouchers #12, dated December 21, 2022 in the amount of \$102,017.97, which included voucher numbers 107000 to 107024. The motion was seconded by Ms. Blair. All were in favor.

The contractual amount spent this past month was \$102,017.97, which included \$1,459.98 from the Gift Fund. The largest expenditures were: Wiser Home Remodeling (new windows) \$67,730; Sueco Fuel Oil (oil) \$8,275; and Baker and Taylor Books (library materials) \$6,081.68. Payroll and benefits were \$62,430.33. Total Library spending for all accounts was \$164,448.40.

Library Director's Report

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

Buildings and Grounds:

The Town has issued a list of their holiday closings. Ms. Daddio would like additionally to close on Juneteenth; at 1:00 p.m. on the Saturdays before Memorial Day and Labor Day; as well as at 1:00 p.m. on the Wednesday before Thanksgiving.

The generator has been delivered and work on pouring the concrete pad should happen the week after Christmas.

The electrical project that AV Comm has been working on should be completed in the next few weeks.

WLS is upgrading the computers to the Windows 10 environment. This should be happening in a week or so.

The estimate from Wiser Home Remodeling to do the windows in the program room should have arrived weeks ago. Ms. Daddio called them again asking for it.

Lothrop submitted an estimate for plans to do the work on the teen room. The Town Clerk said at least two more estimates are needed, which Ms. Daddio is working on getting.

Lothrop feels that this time they have gathered enough information from surveys, focus groups, and pop-up dot exercises to begin making some recommendations. Ms. Daddio is waiting to hear back from them.

Ms. Daddio and some of the Board members recently toured the Katonah Library, and were impressed with the freestanding study room that they had from The Framery. Ms. Daddio would like to have two of them installed in the quiet area by the elevators. She has spoken with a sales rep and is waiting for an exact quote from one of their distributors. Once Ms. Daddio has all the information needed, she would like to ask the Somers Library Foundation if they are willing to fund them. A motion was made by Mrs. Dillon and seconded by Ms. Keegan to have Ms. Daddio ask the Somers Library Foundation if they would fund two freestanding study rooms for the library. All were in favor.

Personnel:

Cheryl Felmlee, part-time, substitute librarian has given notice as she has been offered a full-time position at St. Thomas Aquinas College, which is closer to her home. Before working at the Somers Library, she was the Director of Nyack College, so this is a great fit for her. She will be missed, as she can do anything and everything, and always rose to any challenge given to her. Ms. Felmlee was instrumental in helping with the reorganization of the Children's Room and it would have not been possible to get everything done that needed doing (weeding, space planning) without her input.

Children's Librarian Michelle Wellansky resigned on December 5th. The civil service list will be canvassed, but the position will not be filled anytime soon.

Advertising has been done for substitute librarians, but only one applicant was received from someone who is a soon-to-be graduated library student and a former teacher. She has been told that once she has received her public librarian's certification from the State, to get in touch with Ms. Daddio so she can begin subbing.

Dennis Sullivan was hired as a part-time substitute librarian at \$29.56/hour. He started on December 12th. A motion was made by Ms. Blair and seconded by Mrs. Nicora to approve hiring Mr. Sullivan. All were in favor.

Professional Development:

There will be professional development once a month for staff on Wednesday mornings. The first two sessions have already been scheduled.

Statistics for November

New Library Cards: 25 (21 adult and 3 juvenile)

ILL Items Received: 1,305

ILL Items Supplied: 1,175 Monthly Circulation

Total for November 2022: 9,346

WiFi Usage: 518 connections

OLD BUSINESS

New Trustees – Mrs. Tepper reported that Cassandra Lian emailed her to inform her that she is unfortunately, no longer interested in becoming a Library Trustee due to personal reasons. Mrs. Tepper still has an inquiry from another resident who expressed interest in becoming a Trustee. She

will reach out to him.

NEW BUSINESS

2023 Trustee Training – All Trustees were reminded that starting in January they are required to complete a minimum of 2 hours of Trustee educational training yearly. Ms. Daddio will pass on information as she receives it. The WLS website will have offerings, as will NYLA. Ms. Daddio will confirm the Trustee's membership in NYLA.

The meeting was adjourned at 7:40 p.m. and the Board will meet next on January 18th 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