

LIBRARY BOARD OF TRUSTEES
SOMERS PUBLIC LIBRARY BOARD ROOM
DECEMBER 2, 2013

PRESENT: Lois Lindell, Bob Socha, Charlotte Stopa, Robin Provencher, Mike Gotta, Tiffany Daly, Andy Phillips, and Shirley Warner.

ABSENT: Dee Moak. Library Director Francine Aloisa was not in attendance.

Meeting called to order by Chairwoman Warner at 6:30 p.m.

Election of Officers: Chair: A nomination of Shirley Warner as Chairwoman for the new term was made by R. Provencher and seconded by L. Lindell. With no further nominations and no discussion, a motion to close the nomination and vote for Chair was made by L. Lindell, seconded by R. Provencher and passed unanimously. Shirley Warner was elected Chairwoman by unanimous vote.

Secretary: A nomination of Robin Provencher as Secretary for the new term was made by L. Lindell and seconded by C. Stopa. With no further nominations and no discussion, a motion to close the nominations and vote for Secretary was made by L. Lindell, seconded by M. Gotta and passed unanimously. Robin Provencher was elected Secretary by unanimous vote.

Treasurer: A nomination of Tiffany Daly as Treasurer for the new term was made by L. Lindell and seconded by B. Socha. With no further nominations and no discussion, a motion to close the nomination and vote for Treasurer was made by L. Lindell, seconded by A. Phillips and passed unanimously. Tiffany Daly was elected Treasurer by unanimous vote.

1. Approval of Minutes: A motion to approve the minutes of the November 4, 2013 meeting was made by L. Lindell, seconded by C. Stopa and passed unanimously.

2. First Audience of Citizens: No audience in attendance.

3. Treasurer's Report: Treasurer's report was presented and reviewed by T. Daly, accepted and filed for audit.

4. Correspondence:

a. Letter from Rockville Bank re: W9 form: S. Warner advised the Board that F. Aloisa has complied with the bank's request for completion of the W9 form, and that notice was received that the Rockett Fund CD is coming due soon and the notice has been forwarded to Andy Rockett..

5. Financial Business:

- a. Approval of invoices. Motion to approve payment of invoices by B. Socha, seconded by R. Provencher and passed unanimously.
- b. Year-to-date budget: S. Warner presented the year-to-date budget information which was reviewed and accepted.

6. Committees:

- a. Investment – T. Daly reviewed the status of the Board's investment fund.
- b. Committee assignments – S. Warner requested that the committee assignments be reviewed at the next meeting for the coming year.

7. Building:

a. Outstanding items. B. Socha advised the Board that the insurance company's subcontractor is coming on December 3, 2013 to scuff and refinish the floor in the Blake Room with the original product that was used at the time of construction. S. Warner advised the Board that DPW has cut the ornamental grasses on the property as they had indicated they would do.

8. Policy Review:

a. Internet use policy. S. Warner advised the Board that Bibliomation has completed the upgrade of the library's computers (not including the Macs) as discussed at a previous meeting, and that they have blocked the use of games and downloading of coupons due to the large amount of malware and viruses that they had to resolve on all of the computers. This issue will be discussed in further detail at the next meeting.

9. Old Business:

a. Barbara McGrath presentation – update for absentees. Discussion held regarding this presentation, as well as the possibility of a semi-annual statement by the Investment Committee of endowment fund usage. Further discussion will be held at a future meeting.

10. New Business:

a. Poinsettia plants. A motion to make the Board's annual purchase of poinsettia plants was made by C. Stopa, seconded by M. Gotta and passed unanimously.

11. Director's Report: The Board reviewed and accepted F. Aloisa's written report for the previous month's library activities.

12. Second Audience to Citizens: None.

13. Adjournment: With no further business to be considered, Chairwoman Warner declared the meeting adjourned at 7:15 p.m.

Respectfully submitted,
Robin Provencher
Secretary

MINUTES NOT OFFICIAL UNTIL APPROVED AT A SUBSEQUENT MEETING