

Library Board of Directors
Somers Public Library
February 5, 2018

Members present: Lisa Gladysz, Mike Gruber, Andy Phillips, Sharon Renzoni, Shirley Warner, Kathy Worcester
Absent (excused): Eugene Grayson, Bonnie Mazzoli, Bob Socha
Also present: Jessica Miller

Shirley Warner called the meeting to order at 6:35pm.

Minutes from the January 8, 2018 meeting were accepted as presented. Motion made: S. Renzoni; seconded, M. Gruber. (A. Phillips, K. Worcester abstained.) Passed.

First and Second Audience of Citizens: None

Treasurer's Report:

The Treasurer's Report was distributed and discussed. The report will be filed for audit.

Correspondence:

The Board received two thank you notes – one for the sympathy flowers sent to Karen Hocking and one from Mary Fagan for the dedication plaque in the children's room honoring her late mother.

Financial Business:

Invoices were presented for authorization. Motion made to approve: M. Gruber; seconded, K. Worcester. Approved.

The year-to-date budget to actual report was distributed. Discussion ensued regarding individual line items. The report will be filed.

Committees:

The Budget Committee presented the proposed 2018-19 budget to the Board. Discussion ensued regarding specific line items, increases and decreases, and expected needs. The largest increase was in Building Maintenance due to the DPW's notice that they will no longer fund the semi-annual landscape clean-up. (See New Business). This was not in the library's previous operating budget. S. Warner distributed an email from the Town of Somers CFO requesting that the Library Board contribute \$40,000 towards the library's 2018-19 operating expenses, to be funded by earnings on the Board's endowment funds. The Board reviewed its Rules Governing the Organization and Operation of the Somers Public Library Endowment Fund which states that "the purpose of the Endowment Fund shall be to provide for services, materials, and programs above and beyond what is considered to be the funding responsibility of the town government." After much deliberation, the Board concluded that the operating budget as presented has historically been deemed to be the funding responsibility of the Town and to contribute \$40,000 would be contrary to the intent of the Endowment Fund. However, the Board did note that the semi-annual outdoor clean-up contributed to the beautification of the library exterior and was not considered integral to the library's operation or patron services. In the spirit of cooperation with the Town, the Board agreed to remove that item from the proposed budget. A motion was made by A. Phillips to accept the Budget Committee's proposed budget, with modifications to decrease the Audio-

Visual, Building Maintenance, and Supplies line items, resulting in a total library operations budget (excluding salaries) of \$168,529. This represents a decrease from 2017-18 of \$1,685. The motion was seconded by L. Gladysz. Motion passed.

The proposed budget will be presented to the Town of Somers at a meeting on Thursday, February 8, 2018.

Jessica reported that TRANE had been on site during January and corrected issues with a temperature sensor and valves.

Old Business:

The Teen/Reference Librarian position was posted in January on several job boards and websites. Thus far, there have been no applicants.

There are still residual funds available from the donations made in memory of Nancy Fagan. The Board asked J. Miller to research the cost of toddler activity boards that could be mounted on the walls of the children's room.

New Business:

The Board was alerted that, due to budget constraints, the town department of public works will no longer fund the semi-annual clean up services for the library provided by Beebe Landscaping. The estimated cost was initially added to the library's proposed operating budget. (See Budget discussion under Committees for resolution.)

The library received a quote from Bibliomation for a new Wi-Fi system. The current system is antiquated, is limited with respect to how many devices can be connected, and does not reach all areas of the library. The proposed system will correct all of these issues. A motion was made to spend up to \$850 on a new Wi-Fi system for the library by A. Phillips. Seconded by L. Gladysz. Motion passed.

Director's Report:

The Director's Report was provided to the Board prior to the meeting. There were no questions. The report was accepted as presented.

Meeting was adjourned at 7:50pm. Next meeting will be March 5, 2018.

Respectfully submitted,
Lisa Gladysz

MINUTES NOT OFFICIAL UNTIL APPROVED AT A SUBSEQUENT MEETING