

Library Board of Directors
Somers Public Library
April 2, 2018

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

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

Minutes from the March 5, 2018 meeting were circulated and reviewed. Motion made to accept the minutes as presented: B. Socha; seconded, K. Worcester. (E. Grayson, M. Gruber abstained.) Passed.

First Audience of Citizens:

The Board's investment advisor, John Ruocco, was invited to attend the meeting. He discussed the administrative changes that needed to occur to remove a former Board member and add a new one as signer on the accounts. He also discussed the investment portfolio of the endowment funds and the procedures required to withdraw any funds. Mr. Ruocco was then excused from the meeting.

Treasurer's Report:

The Treasurer's Report was distributed and discussed. It was noted that the United Bank checking account has a minimum balance requirement. S. Renzoni will look into alternative checking account products and present to the Board, if feasible. The report will be filed for audit.

Correspondence: None

Financial Business:

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

The year-to-date budget to actual report was distributed and reviewed. The report will be filed.

S. Warner provided an update on the 2018-2019 budget. The library's budget was accepted by the Town as submitted under the condition that the Library Board contribute approximately \$17,000 towards the library's operating expenses. Much discussion ensued with respect to the Endowment fund guidelines and whether or not the \$17,000 figure aligns with the permitted spending in the guidelines. More investigation to be conducted with specific action items as follows: (1) determine how the \$17,000 figure was derived, and (2) consult with Town attorney on propriety, if needed.

Committees:

Building Committee – one proposal was received for the grounds maintenance activities (that the Town will no longer provide); we are awaiting two more. The proposals were solicited from local businesses. Quotes to repair the cracks/potholes in the parking lot are also pending once the weather improves. Leaks in the library roof are also under investigation as they could potentially fall under warranty.

Old Business:

The part-time Teen/Reference Librarian position was filled. The individual started on March 27, 2018. J. Miller also started interviews for the full-time Circulation Supervisor position. She hopes to have a decision next week.

The Children's room items that the Board approved last month were received. These were funded by the memorial donations made in memory of Nancy Fagan.

New Business:

The last few years, the library has closed on the Saturday of the Bowers Lacrosse tournament due to traffic congestion. L. Gladysz made a motion to close the library on June 2, 2018 for this year's tournament. Seconded, M. Gruber. Motion passed.

J. Miller reported that the ACLB (Association of Connecticut Library Boards) would be willing to put on a workshop for our new Board members if interested. This would provide education and training in best library board practices and board governance. J. Miller will obtain some possible dates and circulate them to Board members.

The Town approved a staffing restructure to include a full-time Library Assistant position to replace, in part, the retiring part-time position.

The library's projection system is no longer working. The scaler, which is integral to coordination of sound and video, no longer works. The Somers Public Schools has been lending equipment to the library for its movie showings, while their IT Director researches available repair options. The projector is still in great shape, so no replacement will be needed for that component.

Director's Report:

J. Miller reviewed the Director's report with the Board. The report was accepted as presented.

Second Audience of Citizens: None

Meeting was adjourned at 8:30pm. Next meeting will be May 7, 2018.

Respectfully submitted, Lisa Gladysz