

Library Board of Directors  
Somers Public Library  
April 1, 2019

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

Shirley Warner called the meeting to order at 6:32pm.

Minutes from the March 4, 2019 meeting were presented and reviewed. Motion made to accept: B. Mazzoli; seconded: K. Worcester; absentions: E. Grayson. Passed.

*First and Second Audience to Citizens:* None

*Correspondence:*

The Board received an email invitation from the Somers Congregational Church who will be hosting a Non-Profit Leadership Forum on May 11<sup>th</sup>. The cost is \$10 per person. Board members interested in attending need to let Shirley know.

*Treasurer's Report:*

The Treasurer's Report was distributed and discussed. It was noted that a transfer is needed from the savings account to the checking account to cover expenses, including the cost of the new shades in the Blake Room. The report will be filed for audit.

*Financial Business:*

Invoices were presented for authorization. Motion made to approve the invoices presented for payment, B. Socha; seconded, L. Gladysz. Approved.

The year-to-date budget to actual report for March 2019 was distributed and individual items discussed. Notable items included the supplies expense line item which has been depleted due to the toner theft which occurred earlier in the year. The building maintenance line item is also almost depleted due to recent issues. J. Miller is actively managing the line items and will re-allocate funds as needed. The report will be filed for audit.

*Committees:*

Building & Maintenance – B. Socha reported that he has a meeting scheduled with another landscaping company. One proposal has been received to date. He is still actively soliciting proposals for the library's landscape services.

Friends of the Library Liaison – B. Mazzoli read aloud a thank you email from the Friends for the gift card the Board presented in appreciated of their efforts. She also reported that the book sale last weekend was a success.

Strategic Planning Committee – E. Grayson reported that things are progressing with the committee, which is comprised of a great demographic mix of members. The group has changed their approach to be a bit more strategic and less like a business plan. They will be soliciting input from a variety of sources and tools - SES students, Somers seniors using a large print version, Survey Monkey, and polls at Geisslers.

*Old Business:*

- Emergency Preparedness – J. Miller reported that the Town CIP Committee approved the proposal for the library security improvements. This includes the library-funded Sonitrol installation and the Town-funded ballistic window film. She also reported that the library's budget has not yet been approved pending a request by the Finance Committee for the Town departments to cut their budgets to result in a zero mil increase.
- Blake Room shades – the new shades were installed on April 1<sup>st</sup>. The middle one is not functioning satisfactorily, but the other two work well. A call will be placed with Alpha-Aero Draperies to fix the middle shade. Additional improvements were made during installation which increased the original proposed cost. A motion was made by E. Grayson to approve the new cost of \$1,782.00; seconded, B. Mazzoli. Motion passed. The invoice will be paid once the middle shade is fixed.
- Fagan memorial contributions – Marie Stromwall submitted a list of possible upgrades to the Children's Room for which the remaining Fagan contributions would be used. She is still researching costs and prioritizing her wish list.

*New Business:*

- Library staff reported an increase in inquiries regarding notary services. The Board indicated that if a staff member is interested in becoming a notary, the Board will consider offering the service.
- The Board believes in recognition of exemplary performance by library staff. A motion was made by B. Socha to present a monetary gift of \$100 to recognize a specific individual for their outstanding contribution to the library and its patrons. Seconded, E. Grayson. Motion passed.
- J. Miller reported that next week (Apr 7 – Apr 13) is National Library Week, while April 9<sup>th</sup> is National Library Workers' Day. L. Gladysz made a motion for the Board to purchase continental breakfast foods and lunch for library staff on April 9<sup>th</sup>. Seconded, B. Socha. Motion passed.

*Director's Report:*

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

Meeting was adjourned at 7:47pm. Next meeting will be May 6, 2019.

Respectfully submitted,  
Lisa Gladysz

MINUTES NOT OFFICIAL UNTIL APPROVED AT A SUBSEQUENT MEETING