

Library Board of Directors  
Somers Public Library  
September 9, 2019

Members present: Lisa Gladysz, Gene Grayson, Mike Gruber, Bonnie Mazzoli, Andy Phillips, Sharon Renzoni, Bob Socha, Shirley Warner, Kathy Worcester

Also present: Jessica Miller

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

Minutes from the June 3, 2019 meeting were presented and reviewed. Motion made to accept: S. Renzoni; seconded: K. Worcester; abstentions: L. Gladysz, M. Gruber, B. Socha, K. Worcester. Passed.

*First and Second Audience to Citizens:* None

*Correspondence:*

The Board received a thank you note from the Class of 2021 for allowing a donation box (for their fundraiser) in the lobby of the library. The Board also received a note complimenting Cecelia Becker and her service to patrons. In addition, the Board received correspondence from the Town Clerk outlining resignation procedures should any of the Board members wish to resign and the ACLB newsletter and information for their November conference.

*Treasurer's Report:*

The Treasurer's Report was distributed and discussed. Special mention was made of the \$30,000 transfer from the investment account to the checking account to cover the security improvements made this summer. 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, S. Renzoni. Approved.

The final budget to actual report for the 2018-19 fiscal year was distributed and individual items discussed. The budgeted amount that remained unspent in total was \$4,500.71. J. Miller also presented the total income and expenditures by line item for the 2018-19 year. In total, the library took in \$13,781.24 in income and had total expenditures of \$44,407.39. Of this total, \$26,992.39 was for actual library expenses and \$17,415 was a required transfer to the Town of Somers.

J. Miller also presented the financial reports for July and August for the new fiscal year. The reports will be filed for audit.

*Committees:*

Building & Maintenance – The committee reported on the maintenance activities that occurred over the summer, including repairs and renovations to the children's story room, carpet cleaning and VCT tile refinishing,

security system upgrades and the ballistic window film installation. Specifics of the maintenance and dates can be found in the Director's report.

Friends of the Library Liaison – B. Mazzoli reported that the Friends' fall book sale will take place October 4<sup>th</sup> -6<sup>th</sup>.

Strategic Planning Committee – G. Grayson reported that the survey is complete and the committee is now analyzing the results. There were well over 600 respondents, with roughly half coming from students. The schools did a good job of getting student input. The committee will use the results to align their strategic plan.

*Old Business:*

The Sonitrol system installation was completed but a few issues were noted. A camera in the teen room was inadvertently excluded from the order and it was discovered that the interior lobby doors could not be locked once the electro-magnetic locking mechanism had been installed. An electronic key-switch over-ride is required to lock the Library off from the Lobby/Blake Room after hours. The Board felt these features were important. A. Phillips made a motion to spend \$1,288 for the equipment and installation of a camera in the teen room and \$384 on the electronic key switches and installation for the inner main doors. Seconded, L. Gladysz; Abstained, B. Socha. Motion passed.

*New Business:*

- The Friends' fall book sale concludes on a Sunday, a day on which the library is usually closed. B. Mazzoli made a motion for the library to be open and staffed during the book sale for patrons to also visit the library. Seconded, G. Grayson. Motion passed.
- Over the summer, several staff and public computers were replaced. Five of the old machines that were still usable were donated to other town agencies – one to the historical society and four to the fire department. If any remaining machines are suitable for reuse, J. Miller will check with the Senior Center to see if they have interest.
- J. Miller reported that the library did have network connectivity issues that Bibliomation is resolving and the staff is adjusting to the new Chromeboxes, which don't operate the same as the previous machines with respect to Microsoft software programs.
- J. Miller also reported that portions of the library gutters were cleaned but additional repairs may be necessary to keep them functioning properly.

*Director's Report:*

J. Miller reviewed the Director's report with the Board, which outlined all of the activities, maintenance, event attendance, and programs that occurred at the library over the summer. The report was accepted as presented.

Meeting was adjourned at 7:44pm. Next meeting will be October 7, 2019.

Respectfully submitted,  
Lisa Gladysz