

Library Board of Directors

Somers Public Library

January 4, 2021

(via Zoom)

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

Also present: Jessica Miller, Library Director

Chairperson Andy Phillips called the meeting to order at 6:33 pm.

Minutes from the December 7, 2020 meeting were presented and reviewed. A. Phillips noted one correction to the attendance roster. S. Warner moved to approve the minutes with the noted correction; seconded by G. Grayson. Abstentions: B. Socha, M. Gruber. Approved.

First Audience to Citizens: None

Correspondence: Thank you notes from two library staff members were received by the Board, one from Francie Clark and the other from Janet Platt. Janet Platt returned her gift as a donation in appreciation and support of the library.

Treasurer's Report:

The Treasurer's Report was distributed (in advance via email) and income and expense items were reviewed. S. Renzoni reported that another Schwab transfer will likely be necessary to support the operating expenses due to the reduction in income caused by the pandemic closure of the library. In reviewing the individual transactions, the large landscaping invoice was discussed in detail. It was decided to hold the payment until B. Socha can review the landscape contract details and potentially challenge the invoice. The report will be filed for audit.

Financial Business:

Due to the virtual nature of the meeting, invoices could not be presented in paper form for authorization. A. Phillips will continue to approve the monthly invoices on the Board's behalf.

The December budget to actual report was distributed (in advance via email). J. Miller reviewed individual line items. She noted that a significant amount of fines for lost items were collected during the month of December. The report will be filed for audit.

Committee Reports:

Friends of the Library Liaison – B. Mazzoli reported that the Santa celebration was a success and that some of the funds raised were used for programs during the holiday break. J. Miller noted that 52 families/97 children attended the Santa celebration.

Old Business:

Phone System - J. Miller reported that the new phone system was finally installed on December 21st. Staff members now have the ability to change the voice greetings remotely. The staff is still adjusting to the system but it is operating well.

Pandemic Staffing – J. Miller reported that Janet Platt has resigned from her position. There is not an immediate need to replace her as the library is currently closed to the public; however, the library does need the position, so Jessica will be posting the job opening in a couple weeks.

New Business:

J. Miller was excused from the meeting temporarily while A. Phillips presented her performance evaluation to the Board. It was drafted by S. Warner with input from Andy and outlined Jessica's performance over the past year. Due to the pandemic, goals originally established for the year were postponed. The evaluation highlighted, amongst other things, Jessica's outstanding achievements in continuing to provide library services while keeping her staff and patrons safe. The Board concurred with Andy's and Shirley's assessment. L. Gladysz motioned to accept the evaluation as presented. Seconded by S. Renzoni. Motion passed. The evaluation will be forwarded to the Board of Selectmen.

The Board also discussed the current dissatisfaction with People's United Bank and the possibility of changing banks. There are limited options in Somers. S. Renzoni will consider Webster Bank and whether a change may be worthwhile.

Director's Report:

J. Miller elaborated on her written report, which outlined all of the activities, maintenance, virtual events, and number of curbside deliveries during December. She also discussed the recent debut of the "Curbside Craziness" challenge to encourage patrons to check out materials outside of their typical genre and/or interests. The report was accepted as presented.

Second Audience to Citizens: None

Meeting was adjourned at 7:36 pm. Next meeting will be February 1, 2021.

Respectfully submitted,
Lisa Gladysz

MINUTES NOT OFFICIAL UNTIL APPROVED AT A SUBSEQUENT MEETING