

Library Board of Directors
Somers Public Library
March 1, 2021
(via Zoom)

Members present: Lisa Gladysz, Gene Grayson, Mike Gruber (joined at 6:55pm), Dave Marti, Andy Phillips, Sharon Renzoni, Shirley Warner
Absent (excused): Bonnie Mazzoli, Bob Socha
Also present: Jessica Miller, Library Director

Chairperson Andy Phillips called the meeting to order at 6:36 pm.

Minutes from the February 1, 2021 meeting were presented and reviewed. S. Warner moved to approve the minutes; seconded by G. Grayson. Approved.

First Audience to Citizens: None

Correspondence: None

Treasurer's Report:

The Treasurer's Report was distributed (in advance via email) and income and expense items were reviewed. S. Renzoni noted that the latest Schwab transfer of \$5,000 was currently adequate to cover the expenses. The report will be filed for audit.

Financial Business:

The February budget to actual report was distributed (in advance via email). J. Miller reported on individual expense line items, bringing special attention to an amount annotated as "COVID" representing the amount reimbursable for COVID-related supplies and expenses. These expenses will not come out of the library's operating budget. The report will be filed for audit.

Committee Reports:

Friends of the Library Liaison – No report this month.

Old Business:

Staged Reopening Plan – J. Miller reported that the library has been open for computer appointments for the last two weeks and re-opened for browsing (by appointment) on March 1st. The re-opening has gone well, with a fairly steady stream of patrons. Discussion ensued regarding the ability to open for walk-ins while restricting capacity. J. Miller reported that she is evaluating the situation every two weeks. As the vaccine becomes more widespread, she is hopeful that the library will be able to open for walk-ins sooner rather than later.

FY 2022 Budget – J. Miller reported that the meeting with the Board of Selectmen on Feb 4th went well. The Selectmen appreciated the library's efforts to keep their requested budget level with the prior year and accepted it as presented. The next step will be a budget meeting with the Board of Finance on March 16th.

New Business:

Landscaping/Mowing – J. Miller presented to the Board an email she received from the Parks/Facilities Foreman for the Town of Somers indicating that the Public Works Department will no longer be able to provide lawn mowing to the library due to budget constraints. The Foreman indicated that the Parks Department will take on the job but it may not be done as regularly as before. The timing of the email notification is unfortunate as the library has already submitted its operating budget to the town. The Board agreed to evaluate the mowing as the season progresses before taking any additional action.

Fagan Memorial Donations – As requested by the Board last month, J. Miller presented 3 possible items for the Children’s Room to be paid for with the remaining Fagan memorial donations. These included a Plexiglas shield for the Children’s checkout desk, a projection screen for the story time room, and a small whiteboard for the entrance to the Children’s room. The total cost of the items is \$519.97 plus shipping. D. Marti made a motion to approve the three items up to a cost of the remaining Fagan funds (\$677.45) inclusive of shipping charges. Seconded by M. Gruber. Motion passed.

S. Warner suggested that the Board write a letter to Helen Blake to send the library’s condolences on the passing of her husband, S. Prestley Blake. The Board is very grateful for Mr. Blake’s past support and charitable contributions to the library and is saddened to hear of his passing. A. Phillips volunteered to draft the letter.

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 February. Several of the virtual events had high attendance and the Take & Make craft kits continue to be a success. She also reported on her attendance at various virtual library meetings, including one with the new Rec Department Director, with whom she looks forward to collaborating with for additional programming. The report was accepted as presented.

Second Audience to Citizens: None

Meeting was adjourned at 7:22 pm. Next meeting will be April 5, 2021.

Respectfully submitted,
Lisa Gladysz

MINUTES NOT OFFICIAL UNTIL APPROVED AT A SUBSEQUENT MEETING