

## Library Board of Directors

### Somers Public Library

April 5, 2021

(via Zoom)

Members present: Lisa Gladysz, Gene Grayson, Mike Gruber, Dave Marti, Bonnie Mazzoli, Andy Phillips, Sharon Renzoni, Bob Socha (joined at 6:45)  
Absent (excused): Shirley Warner  
Also present: Jessica Miller, Library Director

Chairperson Andy Phillips called the meeting to order at 6:30 pm.

Minutes from the March 1, 2021 meeting were presented and reviewed. G. Greyson moved to approve the minutes; seconded by M. Gruber. Abstention: B. Mazzoli. Approved.

*First Audience to Citizens:* None

*Correspondence:* None

#### *Treasurer's Report:*

The Treasurer's Report was distributed by S. Renzoni (in advance via email) and income and expense items were reviewed. The report will be filed for audit.

#### *Financial Business:*

The March 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. The report will be filed for audit.

J. Miller reported that the proposed budget was approved by the Board of Finance as is and will go to referendum. She also noted the town has imposed a budget freeze for the balance of this fiscal year. For the library, this means that the open part-time position cannot be filled this fiscal year but the remaining operating expenses are okay, as long as there are no "extraneous" expenses.

Board members who observed the March 22<sup>nd</sup> Board of Finance meeting noted that a member of the BOF was misinformed with respect to the library operations last year, erroneously stating that the library was not open or providing services. J. Miller provided the correct information to the Library Board members that, in fact, the library was only completely closed for six weeks at the onset of the pandemic.

#### *Committee Reports:*

*Friends of the Library Liaison* – B. Mazzoli and J. Miller reported on the next FOL book sale scheduled for 5/14 – 5/17, 5/20, 5/22 – 5/23. All relevant information is available on the website. They are requesting that donations be dropped off on Mondays only.

*Building Committee* – J. Miller reported that the HVAC pump was repaired on March 5<sup>th</sup>.

*Old Business:* None

*New Business:*

Proposed Re-Opening Plan - J. Miller provided the Board with a schedule of the proposed re-opening phases (submitted in advance via email). In the plan, she outlined the relevant dates and each change starting with extended operating hours, graduating to small programs in the Blake Room, outdoor programming and later hours, and ending with an expected return to pre-pandemic operations in September.

Curbside Pick-up Table – J. Miller presented the Board with a proposal (in advance via email) to purchase a permanent table for the curbside pick-up materials. Even with a return to open browsing in the library, patrons are continuing to take advantage of the curbside service. B. Socha made a motion to spend \$106 for the proposed table. Seconded by L. Gladysz. Motion passed.

Landscaping – J. Miller circulated a quote from New England Landscape Services (in advance via email) for groundskeeping services, including spring/fall clean-up, weeding, mulching, and lawn mowing. Much discussion ensued surrounding the lawn mowing around the library (a Town building) which the DPW has previously provided and reportedly will no longer do so. A. Phillips will contact the DPW to get clarification of their understanding for the upcoming season. J. Miller will inquire of surrounding town libraries to see if those towns provide mowing services to their libraries. B. Socha will also obtain additional quotes for groundskeeping as well as per diem, stand-by mowing as needed.

*Director's Report:*

J. Miller elaborated on her written report, which outlined all the activities, maintenance, virtual events, and number of curbside deliveries during March. She also reported on her attendance at various virtual library-related meetings. The report was accepted as presented.

*Second Audience to Citizens:* None

Meeting was adjourned at 7:28 pm. Next meeting will be May 3, 2021.

Respectfully submitted,  
Lisa Gladysz

MINUTES NOT OFFICIAL UNTIL APPROVED AT A SUBSEQUENT MEETING