

Library Board of Directors  
Somers Public Library  
January 3, 2022

Members present: Lisa Gladysz, Gene Grayson, Mike Gruber, Jack Kertenis, Ann Levesque, Andy Phillips,  
Bob Socha, Shirley Warner  
Absent: A. Phillips (excused)  
Also present: Joanne Nichting, Library Director  
Kathryn Lerz, Board Candidate

In Andy Phillips' absence, Shirley Warner called the meeting to order at 6:35 pm. In attendance was Kathryn Lerz, candidate to fill the vacant board position. After introductions and questions, B. Socha moved to appoint K. Lerz to fill the vacancy until the next general election. Seconded by G. Grayson. Motion passed. She will need to be sworn in by the Town Clerk as soon as possible. Until that time, she will abstain from all board voting.

Minutes from the December 6, 2021 meeting were presented and reviewed. G. Grayson moved to approve the minutes; seconded by A. Levesque. K. Lerz abstained. Approved.

*First & Second Audience to Citizens:* None

*Correspondence:*

J. Nichting reported that the library received a thank you note and donation from the Northern CT Radio Control Club in appreciation for allowing them to meet in the Blake Room.

*Treasurer's Report:*

G. Grayson reported that there were technical difficulties in retrieving the bank account information. S. Renzoni's access to the accounts was terminated; however, G. Grayson was never granted access in her place as the new Treasurer. In addition, due to the timing of the Board meeting, the investment reports have not yet been received from Schwab. As such, there are no Treasurer reports this month.

*Financial Business:*

Invoices were presented for authorization. A. Levesque moved to approve the invoices presented; seconded, B. Socha. K. Lerz abstained. Approved.

The December 2021 budget to actual report was presented by J. Nichting. She reviewed the expense line items and income summary for the month. The report will be filed for audit.

*Committee Reports:*

S. Warner noted that committee positions need to be reviewed and filled due to the change in Board members, the most critical of which is the Budget Committee due to the pending budget submission deadlines. L. Gladysz made a motion to appoint S. Warner, G. Grayson, and B. Socha to the Budget Committee. J. Kertenis seconded. K. Lerz abstained. Passed.

S. Warner listed the remaining committees and the members/former members on record, as follows:

Investment Committee – Gladysz, Grayson, Warner

Personnel Committee – Mazzoli, Phillips, Warner

Policy Review Committee – Gladysz, Phillips

Building Committee – Gruber, Phillips, Socha

Friends of the Library Liaison - Mazzoli

New appointments/replacements will occur at the next Board meeting.

*Old Business:*

Invoice Procedure – J. Nichting explained to the Board the challenges and inefficiencies she noted in the current invoice processing procedure. She indicated she receives late notices daily and that the small square invoice approval form is not required by the Town. She proposed a new approval procedure which will be discussed and decided upon at the next meeting upon the Chairman's return.

Alarm System – J. Nichting informed the Board about what she learned regarding the Sonitrol alarm system and the lockdown situation at the Vision Blvd complex. She noted that in the event of a Somers Public Schools lockdown, the library will receive a call (upon which the library can decide to also go into lockdown). Likewise, if the library goes into lockdown mode, the Schools will receive a call. The specifics of the calls and resulting actions are still in question. She and B. Socha will meet to review the Sonitrol service and discuss the details of these scenarios and desire to perform an actual test of the library's system.

*New Business:*

Photocopier Maint Agreement – J. Nichting brought to the Board's attention the maintenance agreement for the staff copier. The copier was purchased in 2014. Due to its age, the maintenance agreement cost is steadily increasing to the point where it may no longer be worthwhile. Discussion ensued. B. Socha made a motion to discontinue the maintenance plan at the soonest possible date, continue to use the machine for the rest of its life, then evaluate options including connecting the staff network to the public copier. Seconded by A. Levesque. K. Lerz abstained. Motion passed.

ACLB Renewal – J. Nichting confirmed with the Board that she should renew the membership to the Association of CT Library Boards.

Board Roster – J. Nichting provided an updated roster/contact list of the Board members. She will add K. Lerz and circulate a new version at the next meeting.

*Director's Report:*

J. Nichting elaborated on the written report, which outlined all the activities, maintenance, and programs during the month of December, including numbers of patron visits and homebound deliveries. The report was accepted as presented.

Meeting was adjourned at 7:58pm. Next meeting will be February 7, 2022.

Respectfully submitted,

Lisa Gladysz

MINUTES NOT OFFICIAL UNTIL APPROVED AT A SUBSEQUENT MEETING