

Library Board of Directors
Somers Public Library
June 6, 2022

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

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

Minutes from the May 2, 2022 meeting were presented and reviewed. S. Warner moved to approve the minutes; seconded by J. Kertenis. Abstentions: K. Lerz. Approved.

First & Second Audience to Citizens: None

Correspondence: The Board received a thank you note from Sandy Quadrozzi for her retirement flowers.

Treasurer's Report:

The Treasurer's Report was distributed by G. Grayson. He commented on several of the transactions, included two voided checks and a large payment made to New England Landscaping. He also noted that he received a letter from People's United Bank that the Rockett CD was coming due. S. Warner elaborated on the history of the CD funds and noted that the Board has no ability to manage it. The original donor appears to be the only individual authorized on the account. The Treasurer's report will be filed for audit.

Financial Business:

The May 2022 budget to actual report was presented by J. Nichting. She reviewed the expense line items and income summary for the month. She noted that the salaries line had excess funds due to the resignations of Jessica Miller and Brooke Merrill. While the electricity and heat line items have been overspent, savings in other line items have kept the total expenses in line with the budget. The remaining balance should be sufficient to cover the June expenses. J. Nichting also commented on the large miscellaneous deposit, of which \$987.00 was a check from the state as reimbursement for non-resident circulation and the remainder was a refund of \$77.94 from Ebsco, the library's print magazine vendor. The report will be filed for audit.

Committee Reports:

Friends of the Library – J. Nichting reported that at the most recent FOL meeting, the following was discussed/approved:

- Recent book sale success
- Membership drive
- \$1,200 approved for adult programming
- Fundraising ideas
- Approval of museum passes
- Approval to purchase Launchpads and bulletin boards for the children's room

Policy Committee - J. Nichting presented a proposed revision to the Meeting Room Use policy to address weaknesses/gaps in the current policy. Discussion ensued about whether or not certificates of liability insurance should

be required from outside groups using the meeting spaces. J. Nichting will investigate further with the Town regarding the Town's/Library's current policy and any exclusions. B. Socha moved to approve the proposed policy, assuming the insurance question is adequately resolved and will not be required from outside groups. Should J. Nichting's investigation reveal otherwise, the policy will be revisited when the Board reconvenes in September. Seconded by K. Lerz. Policy approved.

Bylaws Committee – It was agreed that the Board's bylaws should be reviewed. They were last updated in 2019. S. Warner noted that the Board will review the bylaws over the summer and any necessary revisions will be proposed when the Board reconvenes in September.

Old Business:

Alarm System – B. Socha reported that he will review the current situation and proposal from Sonitrol to work towards a satisfactory resolution for the library. He will report back to the Board once he has a proposed solution.

New Business:

Chairs – J. Nichting presented a quote for 2 new chairs at the front circulation desk, along with 6 new chair mats. The existing chairs are in very poor condition and the chair mats are necessary to protect the carpet. B. Socha made a motion to spend the quoted \$486.46 on the new chairs and mats. Seconded by L. Gladysz. Motion passed.

MBA Dismissal Concerns – The Board expressed concern over the large number of families parking in the library lot to pick up their MBA students at dismissal time. Rather than waiting in the pick-up line, families are using the library lot to wait for their students. At dismissal, large numbers of kids are crossing into the parking lot and cars begin exiting in several directions, some going against the established one-way traffic pattern of the library parking lot. After observation of the situation, the Board is most concerned with the safety of the student pedestrians. In addition, the current situation precludes library patrons from actually visiting the library during this time as the parking lot is full of MBA parents. A. Phillips will write a letter to the MBA principal expressing the Board's concerns in the hopes that a solution can be reached over the summer before the next school year.

Network Switch – J. Nichting informed the Board that the network switch is not functioning properly and needs to be replaced. The new cost of the switch is \$810 through Bibliomation; however, the library currently has an outstanding credit balance with Bibliomation in excess of \$3,000. K. Lerz made a motion to proceed with the new switch, using a portion of the credit balance to pay for it. Seconded by M. Gruber. Motion passed.

Landscaping – a brief discussion ensued about the landscaping around the library and the frequency of weeding. No resulting action.

Director's Report:

J. Nichting briefly elaborated on her written report, which outlined all the activities, programming, services, patron visits, and maintenance during the month of May. The report was accepted as presented.

Meeting was adjourned at 8:07pm. Next meeting will be September 12, 2022.

Respectfully submitted,
Lisa Gladysz