

Library Board of Directors  
Somers Public Library  
September 12, 2022

Members present: Lisa Gladysz, Gene Grayson, Mike Gruber, Jack Kertenis, Kathryn Lerz, Ann Levesque, Andy Phillips, Bob Socha, Shirley Warner

Also present: Joanne Nichting, Library Director

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

Minutes from the June 6, 2022 meeting were presented and reviewed. G. Grayson moved to approve the minutes; seconded by S. Warner. Abstentions: A. Levesque. Approved.

*First & Second Audience to Citizens:* None

*Correspondence:* The Board received the latest ACLB newsletter. A. Phillips will read and circulate at the next meeting.

*Treasurer's Report:*

The Treasurer's Report was distributed by J. Nichting, who reformatted the information given to her by G. Grayson. The new format will be used going forward. This report also now includes the income breakdown for all deposits. The account balances and significant transactions were reviewed. G. Grayson informed the Board that the M&T Bank merger with People's United revealed an additional Library Board savings account; however, only L. Gladysz has the ability to make changes to the account. G. Grayson noted that the two M&T savings accounts will be closed and the funds consolidated into the checking account. The savings accounts earn little to no interest so there is no valid reason to keep the accounts open. L. Gladysz will coordinate with G. Grayson to go to the bank and make the appropriate changes. The Treasurer's report will be filed for audit.

*Financial Business:*

The FY23 year to date budget to actual report was presented by J. Nichting. She reviewed the expense line items, noting the increased cost of electricity. It is anticipated that both electricity and heating expenses will exceed the budgeted amounts due to the current high prices. The report will be filed for audit.

*Committee Reports:*

Friends of the Library – J. Kertenis reported on the FOL meeting that occurred over the summer, noting that the group discussed the upcoming book fairs and brainstormed some fundraising ideas.

Bylaws Committee - S. Warner presented a draft of the revised bylaws for the Board's consideration, noting several highlighted areas for discussion. The Board members will review the draft before the next meeting and be prepared to discuss and vote on the revision.

*Old Business:*

**MBA Dismissal Concerns** – The Board discussed the student release/parent pickup situation in the library parking lot now that the school year has commenced. Safety still appears to be a concern. A. Phillips will observe the situation prior to the next Board meeting and advise the Board on the best course of action.

*New Business:*

**Executive Session** – S. Warner moved to enter executive session to discuss a personnel issue. J. Kertenis seconded. Passed. The Board entered executive session at 7:18pm. A. Phillips moved to end the executive session at 7:42pm. S. Warner seconded. Passed. The regular Board meeting then continued.

**Name Tags** – J. Nichting asked the Board to purchase name tags for the staff. This will enable patrons to identify staff members and their respective roles at the library. B. Socha moved to purchase the name tags. A. Levesque seconded. Motion passed.

**Library Website** – J. Nichting described the difficulties in navigating and updating the library's current website, in part due to inability to obtain proper training from Bibliomation. Her proposed solution is to hire a consultant for approximately \$2,000 who is familiar with the current technology. The consultant will revamp the website in addition to teaching the appropriate staff members how to maintain it. A. Phillips moved for the Board to spend up to \$2,000 on the website improvements and training. Seconded by A. Levesque. Motion passed.

**Notary** – From time to time, patrons inquire about notary services at the library. J. Nichting stated that Francie Clark has offered to take the requisite training and be certified as a notary. Discussion ensued regarding cost, benefit to patrons, and service fees (if any). M. Gruber made a motion to approve spending \$165 for Francie's certification. G. Grayson seconded. Motion passed.

*Director's Report:*

The Director's Report was discussed in two parts. B. Socha reviewed all of the outstanding maintenance issues and plans to address them. J. Nichting discussed the remainder of the report, including new statistics that she plans to report to the Board each month. The new graphs/charts are very informative about library usage. The report was accepted as presented.

Meeting was adjourned at 8:25pm. Next meeting will be October 3, 2022.

Respectfully submitted,  
Lisa Gladysz

MINUTES NOT OFFICIAL UNTIL APPROVED AT A SUBSEQUENT MEETING