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SEP 16 2011

LIBRARY BOARD OF TRUSTEES
SOMERS PUBLIC LIBRARY BOARD ROOM
JUNE 6, 2011

PRESENT: Tiffany Daly, Andy Phillips, Mike Gotta, Dee Moak, Robin Provencher, Charlotte Stopa, Shirley Warner, and Library Director Francine Aloisa.

ABSENT: Lois Lindell, Bob Socha

Meeting called to order by Chairwoman Warner at 6:38 p.m.

1. Approval of Minutes: Motion to approve the minutes of the May 2, 2011 regular meeting made by T. Daly, seconded by C. Stopa and approved unanimously.
2. First Audience to Citizens: None.
3. Treasurer's Report: T. Daly presented the Treasurer's report which was accepted and filed for audit.
4. Correspondence: No correspondence reported.
5. Financial Business:
 - a. Approval of invoices. Motion to approve payment of invoices by R. Provencher, seconded by A. Phillips and approved unanimously.
 - b. Year-to-date budget: Reviewed and accepted. Discuss held updating status of error in the part time salaries line item as discussed at the March and April meetings, which has still not been resolved, although CFO Kim Marcotte has stated no adjustment is necessary.
 - c. Transfers: S. Warner confirmed that the transfers from line items for electricity and heat to building maintenance were done via unanimous email approval of the board members on May 4, 2011.
 - d. FY 11-12 budget. No new information regarding upcoming budget, restoration of \$30,000.00 to library budget, or salaries has been received to date.
6. Committees: No discussion held.
7. Building:
 - a. Snow damage repairs. No resolution on repairs as yet.
 1. Estimates received for replacement of 12 lilac bushes from Greenscapes in amount of \$720.00 and for 22 lilacs and 12 yews from Beebe Landscaping in amount of \$1,750.00. A motion was made to accept the estimate from Greenscapes for replacement of 12 lilac bushes in the amount of \$720.00 by D. Moak, seconded by C. Stopa and approved unanimously.
 2. Quotes are still being obtained for the remainder of the items damaged.
 - b. Outstanding items.
 1. Irrigation system has been finished.
 2. Heating system - still not operating properly. Compressor for east side of building is inoperable. Trane will need to manufacture one. B. Socha will continue to follow up with Trane.
8. Policy Review: Teen Room computer policy. S. Warner suggested adding language regarding use of computers for playing video games online. A motion was made to amend the policy to state that computers are for academic use only until 4:00 p.m. daily, however homework will continue to have preference was made by A. Phillips, seconded by R. Provencher and approved unanimously.

9. Old Business: F. Aloisa provided the Board with an update on the outcome of the annual tournament.

10. New Business:

a. Blake Room acoustics report - S. Warner advised the Board of recommendations made as a result of the study performed by UHart students regarding additional of acoustical panels with an estimated materials cost to be between \$4,051.00 and \$5,421.00

b. Blake Room display panels - Discussion held regarding possibility of sharing panels with the schools.

c. District Art Show 2012 - F. Aloisa advised that the Blake Room has been booked for this event again for next year.

d. Teen Room - monitoring; letter to parents - Following discussion, it was the consensus of the Board to send a letter similar to the one sent at the beginning of the last school year.

e. Authorization for Chairman or Treasurer to approve invoices - A motion was made by D. Moak, seconded by A. Phillips and approved unanimously.

f. Authorization for Chairman or Treasurer to approve transfers - A motion was made by D. Moak, seconded by A. Phillips and approved unanimously.

g. Retirement - S. Warner advised that Mary Louise Jensen is retiring and provided reception information and it was the consensus of the Board that a card and gift contribution be sent.

11. Director's Report: F. Aloisa advised that Beebe Landscaping did a great two-day job on spring cleanup of the property; Tucker Library Designs has come in and removed the defective laminate and installed temporary end panels as previously discussed, and S. Prestley Blake has donated four copies of his recently published memoir to the Library.

12. Second Audience to Citizens: None.

13. Adjournment: With no further business to be considered, Chairwoman Warner declared the meeting adjourned at 8:00 p.m.

Respectfully submitted,
Robin Provencher
Secretary

MINUTES NOT OFFICIAL UNTIL APPROVED AT A SUBSEQUENT MEETING