

LIBRARY BOARD OF TRUSTEES
SOMERS PUBLIC LIBRARY BOARD ROOM
MAY 7, 2012

PRESENT: Lois Lindell, Dee Moak, Andy Phillips, Robin Provencher, Bob Socha, Charlotte Stopa, Shirley Warner, and Library Director Francine Aloisa.

ABSENT: Tiffany Daly, Mike Gotta.

Meeting called to order by Chairwoman Warner at 6:30 p.m.

1. Approval of Minutes: Motion to approve minutes of the April 2, 2012 meeting with the correction of the word "meting" to "meeting" in the last line, made by B. Socha, seconded by L. Lindell, and passed unanimously.

2. First Audience to Citizens: None.

3. Treasurer's Report: Treasurer's report accepted as presented in writing due to T. Daly's absence, and filed for audit.

4. Correspondence:

F. Aloisa reported that: She had corresponded with Bill Boutwell regarding school buses being parked in the library parking lot during driver's meetings, and that this activity has ended; She sent a letter to the Board of Selectmen requesting authorization to hire part time summer help to cover vacations and other staff shortages and has received verbal notice the request was approved; and Lisa Pellegrini had advised that the installation of solar panels on the library is a possibility and that a representative was to have come out to view the roof, but so far this has not been done.

5. Financial Business:

- a. Approval of invoices. Motion to approve payment of invoices by A. Phillips, seconded by C. Stopa, and approved unanimously.
- b. Year-to-date budget: Report presented by F. Aloisa was reviewed and several line items discussed, but further discussion/action will occur at the next meeting..

6. Committees:

- a. Budget – FY 12-13 proposal: No discussion at this time.

7. Building:

- a. B. Socha reported on the repair items he has addressed since the last meeting, including fire alarm, roof leak, and ceiling tiles, and that the mechanical room will be addressed after the heating season as passed, and further roof issues will be addressed in better weather.
- b. F. Aloisa advised that Tucker Interiors has replaced the tops of several tables and a bookshelf due to inferior glue on the original tops.
- c. F. Aloisa reported that Beebe Landscaping has performed the spring cleanup and pesticide application on the property in completion of their contract for this fiscal year.
- d. F. Aloisa reported that during required testing of the emergency lights in the building several (8) of the batteries had to be replaced.

e. F. Aloisa reported that the AC compressor outside is not running. It ran nonstop for an extended period of time. When checked, a faulty switch was replaced, but some fuses still need to be replaced as well. The unit has been disabled for now and the extent of damage is to be determined.

8. Policy Review: No discussion held.

9. Old Business: No discussion held.

10. New Business:

a. Fireproof cabinets: S. Warner advised that several very old, original documents have recently been located and discussion was held regarding the need for a fireproof cabinet for the safekeeping of historical documents. L. Lindell will investigate the cost of a file cabinet size fireproof cabinet for the next meeting.

b. Shade repairs: F. Aloisa reported that the shades have been repaired, and that 71 clips were installed on the chains, and repair of the motorized shade in the Blake Room has also been completed. Discussion was held regarding possibility of purchasing a cover for the shade switch controller. A motion to approve payment of the invoice for these repairs in the amount of \$1,048.00 be made from the remaining \$23,000.00 of building funds, seconded by L. Lindell and passed unanimously.

c. F. Aloisa advised that a request was received from representative of the senior housing for the donation of unused bookcases for a library room they are trying to establish. Discussion held regarding three small bookcases that can be contributed and it was the consensus of the members that they be donated for this purpose.

11. Director's Report: F. Aloisa reported that the Friends of the Library book sale was held two weeks ago but the outcome is not yet known; the programs held during the past month, and the two movies offered in April enjoyed high attendance, as did the children's story hours; and that at the Circulation Desk a Mac computer has been placed there that is scrolling a slide show of upcoming programs and ticket availability for area attractions. The Director's report was accepted as presented.

12. Second Audience to Citizens: None.

13. Adjournment: With no further business to be considered, Chairwoman Warner declared the meeting adjourned at 7:30 p.m.

Respectfully submitted,
Robin Provencher
Secretary

MINUTES NOT OFFICIAL UNTIL APPROVED AT A SUBSEQUENT MEETING