

LIBRARY BOARD OF TRUSTEES
SOMERS PUBLIC LIBRARY BOARD ROOM
JUNE 4, 2012

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

ABSENT: Bob Socha, Mike Gotta.

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

1. Approval of Minutes: Motion to approve minutes of the May 7, 2012 meeting made by L. Lindell, seconded by Dee Moak, and passed unanimously.
2. First Audience to Citizens: None.
3. Treasurer's Report: Treasurer's report accepted as presented and filed for audit. Following discussion, a motion to authorize the transfer of \$25,000.00 from the checking account to the Board's investment fund during the summer made by A. Phillips, seconded by D. Moak, and passed unanimously.
4. Correspondence:
 - a. FOI Policy. F. Aloisa and S. Warner reviewed the Freedom of Information policy received from the Town.
 - b. Rockett CD. A notice was received from Rockville Bank advising that the Rockett CD renewal is due, and the notice as been forwarded to Andy Rockett for action.
5. Financial Business:
 - a. Approval of invoices. Motion to approve payment of invoices by C. Stopa, seconded by L. Lindell and approved unanimously.
 - b. Year-to-date budget: Reviewed and approved.
 - c. Transfers. Following discussion, a motion to transfer \$3,350.00 to heat via \$2,000.00 from electricity, \$500.00 from services, and \$850.00 from building maintenance line items, and to transfer \$550.00 to automation services vis \$375.00 from equipment maintenance and \$175.00 from audio visual line items made by R. Provencher, seconded by L. Lindell and passed unanimously.
 - d. FY 11-12 budget. No discussion at this time.
6. Committees: No discussion at this time.
7. Building:
 - a. Landscaping in front. Following discussion, a motion that the grass areas between the hostas and the teen room be replaced with very small gravel and additional hostas made by L. Lindell, seconded by D. Moak and passed unanimously.
8. Policy Review: No discussion at this time.
9. Old Business:
 - a. Fireproof cabinets. L. Lindell presented information from her research for a fireproof cabinet with 4 drawers that is rated to withstand 350 degrees which is available for ordering from Quill for \$1,529.99. Motion to purchase recommended fireproof cabinet made by R. Provencher, seconded by D. Moak and passed unanimously.

10. New Business:

- a. 4th of July holiday closing. A motion to close the library at 5:00 on July 3, 2012 made by C. Stopa, seconded by D. Moak and passed unanimously.
- b. Truck Day. F. Aloisa advised the Board of the plans for truck day, including two options for the ice cream truck; for \$100 the children can go inside the truck and choose a free ice cream treat, or for \$50 the children can go inside the truck and chose a \$1.00 treat. Motion to authorize the \$100 option to be paid from program funds made by R. Provencher, seconded by D. Moak and passed unanimously.
- c. Teen Room – monitoring; letter to parents. A motion to send our annual letter to parents through MBA over the summer was made by R. Provencher, seconded by D. Moak and passed unanimously. Discussion held regarding the need for a new monitoring plan was held but no action was taken at this time.
- d. Authorization for Chairman or Treasurer to approve invoices.
- e. Authorization for Chairman or Treasurer to approve transfers.
A motion to approve both d. and e. above was made by D. Moak, seconded by C. Stopa and passed unanimously.

11. Director's Report: F. Aloisa reviewed upcoming programs, including Boopsie for cell phones and a Facebook page, and advised that a substitute librarian has been hired to cover evening and weekend hours as previously discussed, and advised that the Paul Bowers Tournament parking was again a problem due to parking all over the lawn and only six parking spaces were left open for library patrons. Also, only three spaces were used in the parking lot at the rear of the building by tournament attendees on Saturday, and on Sunday attendees even parked in the drive-up area in front of the library entrance. These issues were brought to the attention of the LAX volunteer who was handling parking but the issue was not addressed.

12. Second Audience to Citizens: None.

13. Adjournment: With no further business to be considered, Chairwoman Warner declared the meeting adjourned at 7:40 p.m.

Respectfully submitted,
Robin Provencher
Secretary

MINUTES NOT OFFICIAL UNTIL APPROVED AT A SUBSEQUENT MEETING