

LIBRARY BOARD OF TRUSTEES
SOMERS PUBLIC LIBRARY BOARD ROOM
OCTOBER 7, 2013

PRESENT: Lois Lindell, Tiffany Daly, Bob Socha, Charlotte Stopa, Andrew Phillips, Robin Provencher (at 6:37 p.m.), Shirley Warner, and Library Director Francine Aloisa.

ABSENT: Dee Moak and Mike Gotta.

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

1. Approval of Minutes: A motion to approve the minutes of the September 9, 2013 meeting was made by L. Lindell, seconded by C. Stopa and passed unanimously.

2. First Audience of Citizens: No audience.

3. Treasurer's Report: Treasurer's report was presented by T. Daly, accepted as presented and filed for audit. Discussion of transfer of funds from savings. F. Aloisa advised income has been down as compared with the past several years, followed by brief discussion.

4. Correspondence: S. Warner advised of receipt of WFSB's cancellation policy for weather-related delays and closings, for which a code is necessary. Also, T. Daly and F. Aloisa advised the Board that following their nomination, S. Warner will be awarded as Board Member of the Year at the Connecticut Library Board of Trustees Conference on October 25, 2013, inconsideration of her tenure on this Board, including her chairmanship, as well as her other volunteer work in town. Any other Board members who are interested are welcome to attend but must notify F. Aloisa as soon as possible for reservation purposes.

5. Financial Business:

- a. Approval of invoices. Motion to approve payment of invoices by B. Socha, seconded by A. Phillips and approved unanimously.
- b. Year-to-date budget: F. Aloisa advised the Board that no year to date budget information has been made available by the Finance Office. Discussion followed regarding the Board's inability to know where we stand within our budget parameters at this time.

6. Committees: There were no committee reports at this time.

7. Building:

a. Outstanding items. B. Socha and F. Aloisa advised the Board that the louver repairs have been completed and looks great, and the gutters have been re-repaired and will be monitored throughout the winter in hopes any leaks will be prevented throughout the winter. A motion to pay two invoices to Design to Finish in the amounts of \$705.24 and \$431.43 was made by R. Provencher, seconded by C. Stopa and passed unanimously. F. Aloisa reported that she received information from J.P. McGuire that the Blake Room floor can be refinished an additional time but that due to a change made in all polyurethane production we may not achieve the finish we desire. Following discussion, it was the consensus of the Board to obtain additional information on the original product used. F. Aloisa further reported the oil tank monitoring system has been repaired and reset and following discussion, the invoice in the amount of \$1,320.00 for the repair will be presented to the Finance Office for payment. In addition, F. Aloisa was advised by the repair company that the DEEP now requires inspection of in-ground fuel tanks annually at a cost of \$300 to \$400 to be covered by the Town. Lastly, F. Aloisa advised

of an HVAC repair in the amount of \$243.00 due to their being no air conditioning on the east side of the building. This invoice will also be presented to the Finance Office for payment.

8. Policy Review: No discussion at this time.

9. Old Business:

a. Long Range Plan. L. Lindell presented a brief overview of the proposal. A motion to approve and implement the Long Range Plan as presented was made by R. Provencher, seconded by B. Socha, and passed unanimously.

b. Barbara McGrath, Esq. - presentation. A brief discussion of Ms. McGrath's attendance for a presentation at the November meeting was held, after which F. Aloisa distributed copies of a Power Point presentation for review prior to the meeting.

10. New Business:

S. Warner advised the Board that Mary Lou Civello, former Children's Librarian for many years, has passed away and proposed the donation of a book to the Library in her memory, and that Ms. Civello's family requested donations be made to the children's department of the library in lieu of flowers. A motion to donate a book to the Library in memory of Mary Lou Civello with a value of approximately \$35.00 was made by C. Stopa, seconded by R. Provencher and passed unanimously.

11. Director's Report: F. Aloisa reported advised that the Friends of the Library's book sale was held last weekend. No figures are available at this time, but she was advised this was their best sale yet. The next planned book sale will be held in April.

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