

**Somers Library Board of Trustees
PO Box 443
Somers, New York 10589**

**MEETING MINUTES
February 18, 2026**

President Schnapper called the meeting to order at 7:05 p.m.

The Trustees present were Nola Blair, Allison Colella, Susan Dillon, Bill Keane, Kala Marsh, Christine Rios, Brian Schnapper, Rebecca Wintle and Mary Jane Volfson.

Mrs. Dillon and Mrs. Volfson attended the meeting via Zoom.

Library Director Jessica Veissy and Town Councilwoman Gina Arena were also present.

Approval of Meeting Minutes

A motion was made by Ms. Blair and seconded by Mrs. Dillon to approve the minutes of the January 21, 2026 as submitted. All were in favor except Mrs. Colella.

Announcements and Correspondences

A patron would like more Zoe's rescue zoo books. Another would like more Pocket Peaches books, a children's graphic novel.

From Colin, a 5-year-old patron, "you make the best books".

Offer recyclable Somers Library bags at the 5K Run.

Alison McCaffrey, Public Relations Coordinator for the Somers Central School District, reached out to ask if residents could be directed to the library in February to complete kindergarten registration forms online. Ms. Veissy was grateful she thought of the library and offered to share the flyers on its social media and post them in the Children's Room as well as the vestibule. Ms. Veissy hopes to meet with the School District in April to discuss future outreach and ways the two entities can better support each other.

Public Comment

Councilwoman Arena introduced herself and she was welcomed by all. She is the new Library Board of Trustees Liaison.

Treasurer's Report

Mrs. Colella prepared and presented the Treasurer's Report which was reviewed and discussed.

Mrs. Marsh made a motion to approve the Abstract of Audited Vouchers #2, dated February 18, 2026 in the amount of \$73,175.50, which included voucher numbers 116467 to 116495. The motion was seconded by Mrs. Rios. All were in favor.

The contractual amount spent this past month was \$73,175.50, including \$10,122.37 from the Gift Fund. The largest expenditures were: Westchester Library System (tech services) \$37,600.12, Ingram Library Services (books) \$2,655.82 and Bash Web Consulting, Inc. (website) \$2,310.83. Payroll and benefits were \$73,908.08. Total library spending for all accounts was \$147,083.58.

Library Director's Report

As of February, the NY Times and Optimum bills have been lowered. A free Amazon Business Prime

Membership through a partnership with WLS has been secured and the Historic Properties Board is now paying the NYSEG bill for the street light near Mt. Zion Church, not the library. The staff is currently researching the magazine subscriptions. Ms. Veissy will look into the Journal news subscription and monitor the museum passes for the year.

The first draft of the Annual Report is due to WLS on March 4th. WLS will review the Report and inform Ms. Veissy of any necessary changes or mistakes. After that review, it will be submitted to NYS. This year, the Report will be prepared in Excel due to the closure of Baker & Taylor. A new platform will be introduced soon. Once the draft of the Annual Report is complete, it will be presented to the Board and any questions or concerns can be addressed at the March Board meeting.

3,953 patrons visited the library in January.

Buildings and Grounds

As reported last month, unfortunately, the program room windows have been leaking during heavy rainstorms. There is now very noticeable damage to the windowsills. Town Maintenance Mechanic Martin Gnip, and Building Inspector Tom Tooma inspected the windows, roof, and gutters. Ms. Veissy is waiting to hear back about a plan that can be done preventatively for now. Applying for a grant may end up having to be done for a long-term solution.

Due to harsh winter conditions and an issue with the awning over a basement emergency exit, water began leaking through the door jamb. The freezing temperatures have temporarily stopped the leak, however, with several upcoming days that are expected to rise above freezing, water may start leaking again. Town Maintenance Mechanic Martin Gnip is aware of the issue and will address it when snow and ice are no longer an issue. The Parks and Recreation crew has cleared snow and ice from the roof near the gutters, multiple times. Unfortunately, the roof and gutters are becoming a growing concern.

Sueco had to be called to the building following the HVAC Design Project meeting to check for any closed dampers or switches preventing the baseboards from receiving hot water. It appears the system has been properly capped and the building is now operating on forced heat. During their visit, they identified a unit in the ceiling above the public restroom hallway that no one was aware of. It was also learned that the thermostat in the women's restroom controls the heat for both public restrooms. Once adjusted, heat was restored to both the men's and women's restrooms. Sueco additionally repaired a small fuel leak in one of the boilers and, along with Martin Gnip, identified an appropriate ceiling access point for future work.

During another visit from Sueco with Martin Gnip, it was discovered that the hot water heater located in the men's room, which serves the public restrooms, staff bathroom, and sink was not functioning. Martin Gnip is coordinating the next steps. Once the appropriate ceiling access point is determined, North County Electric will have to assess the electrical lines, and it is very likely that Bee & Jay Plumbing will have to replace the water heater.

The generator is once again operational. The company that assisted Light Electric replaced the alternator as well as the fan belt and tightened several components. The technician assured Ms. Veissy that the generator should perform well going forward and this issue should not happen again. Ms. Veissy would like to thank Supervisor Scorrano for assisting with phone calls to Light Electric to ensure this was resolved before additional inclement weather arrived.

Grant Review

The Bullet Aid funds are expected to arrive by February 13th. Brendan Byrnes, a representative for Assemblyman Slater, reached out to Ms. Veissy on Monday, February 9th to assure her that there has been progress regarding the Bullet Aid funds. Upon checking her emails early morning on February 10th, (February 10th), Ms. Veissy received a late-evening notification from the Westchester Library

System confirming that the check is on its way. These funds will be used to purchase chairs as soon as the money is received.

Professional Development

The next Professional Development Day is in the planning stages, with a tentative date of Wednesday, February 18th. Jeff Hopper from the Somers Fire Department is kindly collaborating with Ms. Veissy to deliver fire safety training to staff.

WLS provides updates on professional development opportunities for library personnel across the County each month. Many staff members complete these webinars and seminars, and their certificates for doing so are on file.

Monthly Statistics for January

New Library Cards – 54 (53 adults, 1 teen)

ILL Items Received – 1,642

ILL Items Supplied – 1,043

Monthly Circulation – 12,680

Computer Usage – 70

Door Count – 3,953

WiFi Usage Connections – 727

Reference – 959 (Adult/YA) and 128 (Children)

Programs/Attendance – Adult 41/424, Teens 12/76 and Children 25/874

Staff Meeting

The staff meeting was held on Wednesday, January 28th. Topics included building, staffing and Microsoft updates. Ms. Veissy announced that the library will be participating in the WLS Canned Food Drive for the month of February. Professional Development Day is on Wednesday, February 18th.

Friends of the Somers Library

Mrs. Volfson reported that the focus is on monthly events for fundraising purposes. The hope is to generate \$15,000 by the end of the year. A pop-up tote sale took place and generated \$220. The Friends are also working on a recruitment campaign in an effort to generate new members and volunteers. Ms. Blair reported that plans are underway for an Etsy and Mahjong events in May.

Monthly Meeting with Town Update

Mr. Schnapper announced that the monthly meetings with the Town will take place bi-monthly and the next meeting will be held in March.

Old Business

Teen Room Renovation Update

Hard copies of the final proposed bid package and architectural plans have been received. The electronic version of the bid package which the Town Clerk needs has yet to be received.

HVAC Design Update

Building Inspector Tom Tooma, Assistant Building Inspector Mike Dunbar, Ms. Veissy, and Mrs. Schirmer met with OLA representatives Jim Dolan and Andrew Procaro via Zoom to go over their updated plan for an HVAC design for the library. Mr. Dolan and Mr. Procaro conducted a site visit on January 22nd. Another meeting will take place on February 26th at which time hopefully the plan can be finalized and permission requested of the Town Board to go to bid.

Amendment of 2026 Holiday Schedule

A lengthy review and discussion took place regarding time off during July 4th and Christmas. A motion was made by Mrs. Dillon and seconded by Ms. Blair to have a ½ day on July 1st and close on July 3rd and 4th. All were in favor except Mrs. Colella. A motion was made by Mrs. Colella and seconded by Mrs. Dillon to close the library on December 24th and 25th, but open on December 26th. All were in favor.

Bathroom Cleanliness Issues

A discussion ensued a while back about what happens if there is a cleanliness issue that needs to be dealt with during library hours. If there is maintenance staff on duty at that time, they will be asked to assist if needed. If not, the bathroom will be closed down. The staff is not expected to resolve these types of issues.

New Business

Code of Conduct Policy Amendment

The need for patrons to wear shoes at all times while in the library will be added to the existing Code of Conduct Policy. A motion was made by Mrs. Marsh to amend the Code of Conduct Policy as amended. It was seconded by Mrs. Rios. All were in favor.

Bylaws

At the next meeting, Mr. Schnapper would like to assign a Committee to review the existing Bylaws and present the Board with proposed changes, etc.

Study Pod Policy Amendment

Currently there are two different documents to use the study pod, one for the Conference Room and the other for the Program Room. The proposal is to combine them into one document. A motion was made by Mrs. Wintle and seconded by Ms. Blair to combine both documents into one. All were in favor.

Budget Transfer

\$11,036 of 2025 monies has to be transferred from the Contractual Expense to the Health and Unemployment Expense. A motion was made by Mrs. Rios and seconded by Mrs. Colella to approve that transfer. All were in favor.

At 8:00 p.m. the Trustees went into Executive Session to discuss personnel and union negotiations. They came out of Executive Session at 8:15 p.m. and closed the meeting.

The Board will meet next on Wednesday, March 18th at 7:00 p.m. in the library.

Respectfully submitted,

Denise Schirmer, Secretary
Somers Library Board of Trustees

cc: Library Board of Trustees
Town Board
Town Clerk
Finance Department – Carolyn Brush and Bob Kehoe