

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

**MEETING MINUTES
March 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, and Mary Jane Volfson.

Mrs. Wintle was absent with prior notice.

Mrs. Dillon attended the meeting via Zoom.

Library Director Jessica Veissy was also present.

Approval of Meeting Minutes

A motion was made by Ms. Blair and seconded by Mrs. Rios to approve the minutes of the February 18, 2026 as submitted. All were in favor.

Announcements and Correspondences

Suggestion, keep graphic novels and chapter books, and keep the fun!

A \$100 donation was received.

An overview of department highlights was shared.

Public Comment

There was no public present.

Treasurer's Report

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

Mrs. Dillon made a motion to approve the Abstract of Audited Vouchers #3, dated March 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

Ms. Veissy has been working to reduce smaller expenses and update subscriptions as costs change. She recently reviewed the subscription to The Wall Street Journal and found that through vendor, WT Cox Information Services, the cost is \$800 annually, while the same print subscription is \$599 directly through the WSJ website. WSJ has been removed from the WT Cox package, with the change taking effect in August, and will subscribe directly instead. The savings allows to add a few more magazines back to the collection. About \$1,500 has been saved annually.

Although the first draft of the Annual Report has been handed in, Ms. Veissy presented the draft copy

to the Board this evening. Once it is approved by WLS to go to the State, Ms. Veissy will present it at the April meeting to be accepted by the Library Board of Trustees.

The 2024 WLS Member Library Statistics report has been made available to WLS Library Directors. As mentioned by Allison Midgley, Manager of Strategic Data Analysis and Member Library Support, the Member Library Statistics report highlights system-wide trends to support strategic planning and decision-making, along with individual library profiles that show the relationship between each library's community and its resources. This gives libraries tools to support data-driven decisions about collections, programming, staffing, facilities, and funding as their communities evolve.

Ms. Veissy would like to explore the possibility of offering notary services at the library. Several libraries in the county already provide this service and have funded staff members to complete the certification exam. Ideally, this would be handled by a full-time staff member or a regularly scheduled part-time staff member. This could be a valuable service to consider adding for the community.

3,095 patrons visited the library in February.

Buildings and Grounds

Town Maintenance Repair staff member Martin Gnip applied a temporary seal to the windows and gutter just outside the program room. With the recent fluctuations in temperature causing snow to melt, Ms. Veissy hasn't noticed any water coming into the program room. The real test will be during a day of heavy rain, but she is hopeful this solution will hold until the roof and gutter issues can be handled permanently.

At the next monthly meeting with the Town, the gutter and roof situation that is expanding around the building will have to be addressed as it is no longer limited to just a few spots. With multiple projects already underway at the library and other town buildings, it may take some time to prioritize. Once the weather is better, Martin Gnip will inspect the area above the awning and make any repairs that he can.

Thanks to Martin Gnip the library now has a fully operational water heater supplying hot water to the staff workroom sink and public restrooms and the Town covered the cost. Ms. Veissy greatly appreciates their support in handling essential building needs like this.

There were two recent issues with the boiler and Sueco had to be called. A new oil company is now being used and it was thought that the switch may have caused the issue since chemicals had to be added.

Grant Review

The Bullet Aid funds have arrived and Ms. Veissy plans to begin the selection as well as the purchase process of the new chairs soon. Board input is welcomed. Once the replacement chairs are in place, Assemblyman Matt Slater and his team will visit the library. Board members will be notified of the day and time as they are encouraged to attend.

Professional Development

Although the Fire Safety training had to be postponed, we extended the Team Building and Collaboration session. Staff participated in several activities designed to foster connections, strengthen camaraderie, and promote effective workplace collaboration. The session was a success, staff left feeling engaged, with new insights, and having enjoyed a fun and productive afternoon.

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 are kept on file.

Monthly Statistics for February

New Library Cards – 51 (44 adults, 1 teen, 5 juvenile)

ILL Items Received – 1,330

ILL Items Supplied – 968

Monthly Circulation – 11,755

Computer Usage – 89

Door Count – 3,095

WiFi Usage Connections – 463

Reference – 835 (Adult/YA) and 144 (Children)

Programs/Attendance – Adult 43/563, Teens 9/100 and Children 25/476

Staff Meeting

The next Staff Meeting will be held in April, on a date that the majority can attend.

Friends of the Somers Library

Ms. Blair announced that the Friends of the Somers Library are planning for upcoming programs and their Nominating Committee has presented a Slate of Officers which includes Mrs. Volfson as President. Mrs. Volfson reported that an audit of the books was done and all fared well. The Friends will be phasing out the use of PayPal.

Monthly Meeting with Town Update

Mr. Schnapper was pleased to report that meeting last Thursday went very well. A discussion took place about quotes received for new carpeting.

Old Business

Teen Room Renovation Update

Hard copies of the final proposed bid package and architectural plans have been received. The Town Clerk is in receipt of the electronic version and is in the process of preparing the bid packages which should be ready soon. Mr. Schnapper is hoping that all will be in order prior to the next Trustee meeting.

HVAC Design Update

On February 26th, 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 second revision for an HVAC design for the library. Sueco has been asked to give a guesstimate of what this project might cost. A final document should be available soon. Again, Mr. Schnapper shared his wish that all is in order prior to the April Trustee's meeting.

Bylaws Review Update

It has been suggested that a review of the Bylaws take place every 5 years. Ms. Blair, Mrs. Marsh and Mrs. Rios have volunteered to serve on the Bylaws Review Committee.

New Business

Trustee Training Opportunities and Completion Recognition

At the request of Mrs. Dillon, starting next month, Ms. Veissy will include Board Trustee training opportunities and completion recognition in her report.

Draft of Annual Report

All were given a draft of the Annual Report which was reviewed and discussed.

Book Drop Policy

The current Book Drop Policy needs to be more clear and posted on the website. An amended draft was shared. A motion was made by Mrs. Volfson and seconded by Mr. Keane to approve the Book Drop Policy as amended. All were in favor.

Public Comment Time Limit Policy

All agreed that there needs to be a Public Comment Time Limit Policy. A review and discussion took place. A motion was made by Mrs. Volfson and seconded by Ms. Blair to approve the Public Comment Time Policy as follows, public comment is limited to 5 minutes per person per meeting. All were in favor.

At 7:50 p.m. the Trustees went into Executive Session to discuss union negotiations. They came out of Executive Session at 8:40 p.m. and closed the meeting.

The Board will meet next on Wednesday, April 15th 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