

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

**MEETING MINUTES
April 15, 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, Christine Rios, Brian Schnapper, Mary Jane Volfson, and Rebecca Wintle.

Kala Marsh was absent.

Mrs. Dillon attended the meeting via Zoom.

Library Director Jessica Veissy was also present.

Approval of Meeting Minutes

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

Announcements and Correspondences

Messages in the comment box, "The crafts left out in the kid's room are so great." and "Love the musical munchkins program!"

A \$100 donation was received.

A 3D printer was donated and will be very beneficial. It was suggested that a clear box be purchased to put it in so it can be locked up when not in use.

Mr. Schnapper inquired about the library securing passes to the Blue Hill Stone Barns Rockefeller Estate as part of the Museum Passes program.

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 #4, dated April 15, 2026 in the amount of \$21,159.90, which included voucher numbers 11705 to 117229. The motion was seconded by Mrs. Rios. All were in favor.

The contractual amount spent this past month was \$21,159.90, including \$766.36 from the Gift Fund. The largest expenditures were: Ingram Library Services (books) \$8,209.20, WT Cox Subscriptions (magazines) \$1,597.81, Bond, Schoeneck & King, PLLC (legal services) \$1,452.00. Payroll and benefits were \$86,253.83. Total library spending for all accounts was \$107,413.58.

Library Director's Report

A savings of approximately \$1,500 annually has been a great start, but the work is not yet finished. Ms. Veissy will continue working with many of the vendors and accounts to identify opportunities to reduce costs or secure discounts for the coming year. The next step will be reviewing ordering habits.

While this process may be time-consuming, it will be worthwhile. Prices will be compared when ordering items such as copy paper, ink, and other regularly purchased supplies, to ensure getting the best value. Ms. Veissy recently attended a sustainability seminar through the Westchester Library System and learned about a local thrift shop, "Retake-Remake", that provides craft and other art materials that the library can purchase as well as donate to. This option will be explored as well. The search for additional savings continues.

As Margaret Widman was working on the vouchers for the month, she was informed that the dental cost has increased by about \$54/month, bringing the total to approximately \$650 more per year. This is not something expected or budgeted for, but it proves the need to review expenses, as mentioned above.

Ms. Veissy is meeting with the Town's Chief Fire Inspector Rich Servello on Tuesday to schedule a fire drill and fire safety training for staff, as the session planned for February could not take place. It has been somewhat challenging to coordinate with local partners, but Ms. Veissy will continue following up. For Active Shooter Training, the Library will be welcoming a family member of the Teen Librarian, Terre Thomas, who is a retired FBI agent and specializes in this area. Both of these trainings are essential and should be conducted annually to ensure staff preparedness and safety.

The library will serve as a host site for several programs organized by the Town of Somers Energy and Environment Committee in celebration of "Earth Week." Earth Day also falls during National Library Week this year. While the library will offer a few passive Earth Day-themed activities as part of our National Library Week celebration, the library is excited to provide space for the Energy and Environment Committee to host these wonderful programs. The library will certainly be buzzing all week long!

The online system that the library had been using to print library cards was no longer available so Juan Carlos Villegomez created a new system which is working perfectly. An average of 40 library cards monthly are generated online.

2,371 patrons visited the library in March.

Buildings and Grounds

Unfortunately, the generator alarm went off again. Fortunately, it was not related to the alternator or belts, which confirms that Weigold Electric resolved that issue. Ms. Veissy will be setting aside time to work with a Generac representative to further investigate the problem, as the unit may now be out of warranty. She has also talked about the possibility of putting out a bid for a generator maintenance company to service all Town of Somers generators. In the meantime, Ms. Veissy will continue using Weigold for emergency calls and is also gathering pricing from a local Yorktown electrician.

Ms. Veissy would like to explore refreshing the program room through an in-house effort. This would require coordination with the Town, as we may need assistance from both Marty Stole and Martin Gnip. Liz Anastasi and Terre Thomas are researching soundproofing replacements that can double as artwork or decorative elements to help update the space. With fresh paint, new soundproofing artwork, updated décor, and possibly a few new tables, Ms. Veissy believes the room can be refreshed in a cost-conscious way for the community. She will also look into applying once more to the Somers Lions for possible funding to support this project.

Projects to keep in mind: carpeting, the leak in the basement emergency door, roof/gutters to avoid window leaks in the program room as well as around the library, and the front doors and pavers are becoming quite worn.

Grant Review

The staff and Ms. Veissy decided to match the existing chairs, remove the old pink chairs and the broken blue chairs. The library will be receiving chairs with and without arms. Margaret Widman wants to work with Brodart to lower the delivery fee so more chairs can be ordered. Ms. Veissy appreciates her effort.

The Town of Somers grant writers at Millennium approached the library with a Dollar General Grant to help supply literacy-related electronics and/or materials. Alan Briones and Ms. Veissy immediately thought of the Playaway Launchpads the library had originally wanted for the children's room. They are preloaded devices with many literacy-themed games and activities, as well as STEM and other subjects. The library is currently in the application process and should have more information throughout the summer. The Grant is awarded in the fall.

Professional Development

Ms. Veissy attended WLS' "Library Sustainability, Resiliency and The Triple Bottom Line – It's more than just recycling" seminar at the Harrison Public Library. It was a panel discussion featuring library leaders who shared how they have integrated environmentally responsible, socially conscious, and economically practical practices into their library operations. The session also highlighted the Sustainable Libraries Initiative and explored how participation can support staff collaboration, strengthen team building, and enhance community engagement. It is something to look into for the library in the future.

Marie Nania, Children's Librarian, is completing a Supercharged Storytime course for development this month. Supercharged Storytime is a self-paced course consisting of six modules, which include videos, readings, activities, and reflection questions. The course provides training on how to intentionally apply research-based practices to boost early literacy in young children attending storytime at the library

Terre Thomas, Teen Librarian, attended "Unlocking Possibilities: Program Design for the Future of Libraries". She said it discussed programming that addresses your community's needs rather than just providing programming for the sake of statistics.

WLS provides monthly updates on professional development opportunities for library personnel across the County. Staff members complete these webinars and seminars, and the library maintains their certificates on file.

Trustee Training/Development

Nola Blair, Trustee, attended the "Library Sustainability, Resiliency and The Triple Bottom Line – It's more than just recycling" seminar/panel discussion on Monday, April 6, 2026, with Library Director, Jessica Veissy. 2 Credit hours will be earned.

Susan Dillon, Trustee, is completing training on advocacy that ends on April 26th.

Upcoming Trustee Trainings:

In person: Developing Advocates Program: Networking and information sharing session for registered participants of the RCLS/WLS Developing Advocates Program on Thursday, April 16th at 1:00 p.m.

Webinar: Collection Development and Procurement - An Educational Session with Attorney Stephanie "Cole" Adams on Thursday, April 30th at 10:00 a.m. via Zoom. Recent court cases and legislative action are inspiring questions about collection development policy and procedure. What are the important considerations for 2026? How can you be ready if there are questions about collection development in your community? Attendees are eligible to receive 2 CE hours toward the annual

Trustee Education or Public Librarian Certification requirements. The Zoom link for the session will be sent out prior to the event.

More training can be found on the Westchester Library System's Events Page.

Monthly Statistics for March

New Library Cards – 52 (47 adults, 1 teen, 4 juvenile)

ILL Items Received – 1,541

ILL Items Supplied – 1,125

Monthly Circulation – 13,077

Computer Usage – 133

Door Count – 3,095

WiFi Usage Connections – 895

Reference – 1,088 (Adult/YA) and 129 (Children)

Programs/Attendance – Adult 47/725, Teens 20/276 and Children 28/478

Staff Meeting

The Staff Meeting was held on April 13th. Moving forward, each department will present an update and the meetings will be held bi-monthly as numerous emails are distributed on a regular basis. In addition, all have an opportunity to Zoom into the meetings. At the meeting on the 13th, plans for National Library and Earth Week were discussed.

Friends of the Somers Library

Ms. Blair thanked Ms. Veissy for coming to the last meeting. Mrs. Volfson talked about fundraising efforts. Raffle baskets are available in the library. Research is being done to host a miniature golf event. Ideas are being shared with other libraries. In May there will be an Etsy event and a Mahjong tournament in June. The Friends will have a table at the library during National Library Week and will be selling merchandise. They now have a QR Code. They would like to know what options are available for stock donations. Ms. Veissy will talk to the Finance Director about this and once established it must be advertised.

Monthly Meeting with Town Update

Since these meetings take place bi-monthly, there was not a meeting this month. The next meeting will take place on May 7th.

Old Business

Teen Room Renovation Update

The bid for the Teen Room Renovation will be announced in the papers on April 30th. Mandatory site visits will take place on May 19, 20 and 21. The bid opening will be on June 18th and a recommendation of who to award the bid to will take place at the July Town Board 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.

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.

Annual Report Update

As of April 7th, Ms. Veissy has not yet heard whether the report has been approved for submission to the State. She hopes to have an update at the May meeting.

New Business

Updating/Approving Library Policies

The New York State Board of Regents recently adopted regulations, under New York State Education Department guidelines (8 NYCRR §90.2), requiring libraries to review and update all policies at least once every five years. The regulation also identifies certain essential policies that libraries must have in place. To ensure that the library remains compliant, Ms. Veissy will begin presenting policies to the Board for review and approval throughout the remainder of 2026. This process will allow the library to confirm that current policies are up to date and to introduce any additional policies required under our charter. Mr. Schnapper would like to designate a Committee to work on this. Anyone interested in serving on said Committee should let him know.

Notary Public Services/Approval to Reimburse Two Staff Members

Many libraries offer Notary Public services and Ms. Veissy would like to do the same. Two full-time staff members have expressed interest in becoming a Notary Public. A motion was made by Mrs. Dillon and seconded by Ms. Blair to approve having two full-time staff members certified as Notary Publics and to reimburse them for all expenses involved in doing so. All were in favor.

At 8:20 p.m. the Trustees went into Executive Session to discuss personnel and union negotiations. They came out of Executive Session at 8:50 p.m. and closed the meeting.

The Board will meet next on Wednesday, May 20th 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