

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

**MEETING MINUTES
June 17, 2026**

President Schnapper called the meeting to order at 7:00 p.m.

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

Susan Dillon attended the meeting via Zoom.

Allison Colella and Mary Jane Volfson were absent.

Library Director Jessica Veissy, Councilwoman Gina Arena, Resident and Friends of the Somers Library member Jessica Zhinin and her daughter Neube as well as Mahopac resident Steve Turnbull were also present.

Approval of Meeting Minutes

A motion was made by Mrs. Rios and seconded by Mrs. Wintle to approve the minutes of the May 20, 2026 as submitted. All were in favor.

Announcements

Comments – fix and extend the WiFi; newer travel books; more books about princesses and motorcycles; and thanks to the Musical Munchkins for being so great!

All departments worked together as a team to show off the Somers Library to nearly 200 first graders, their teachers and parents. Not only did each child get their own library card, but they also received a behind-the-scenes tour of the library, heard a story, and then checked out their first library books. 2026 marked the 44th year of this annual tradition.

A \$300 donation was given to fund Battle of the Books and a \$25 donation in memory of a patron's friend.

The Ruth Keeler Library in North Salem has been closed and should reopen in August. The Somers Library allowed their patrons to participate in programs and sign out museum passes. They reached out to thank Ms. Veissy and will be providing lunch for the staff.

Mr. Schnapper talked about the museum passes the library has and the ones recently acquired for the Stone Barns Center for Food and Agriculture at the Rockefeller Estate. He reminded his colleagues that if they had any ideas for additional sites to let Ms. Veissy know.

Public Comment

Mahopac resident Steve Turnbull wanted to tell the Board that the library staff is welcoming and makes him feel at home.

Treasurer's Report

Mrs. Colella prepared the Treasurer's Report and Mrs. Dillon presented it. It was reviewed and discussed.

Mrs. Rios made a motion to approve the Abstract of Audited Vouchers #6, dated June 17, 2026 in the

amount of \$9,873.88, which included voucher numbers 117909 to 117926. The motion was seconded by Mrs. Marsh. All were in favor.

The contractual amount spent this past month was \$9,873.88, including \$852.78 from the Gift Fund. The largest expenditures were: Brodart Company (books) \$1,305.52, Ingram Library Services (books) \$1,232.78, and Bond, Schoeneck & King, PLLC (legal services) \$858.00. Payroll and benefits were \$74,027.78. Total library spending for all accounts was \$83,901.66.

Library Director's Report

The staff is gearing up for the 2nd Annual Mahjong Tournament FUNdraiser, thanks to the Friends of the Somers Library who is hosting this event. This year, the tournament has been renamed in honor and memory of Ifay Chang who recently passed. Mr. Chang taught many Mahjong classes at the library and played an instrumental role organizing last year's tournament. His presence and dedication to the library community will be deeply missed. Special thanks Susan Liss, Gary Rikoon and Pamela Suett who are handling the event this year.

Ms. Veissy is still working on Zoom and Constant Contact to use the coupons that she found for lower-cost subscriptions. The Friends of the Somers Library generously assisted with signing up, but unfortunately, Zoom would not accept the coupon because the email was not registered with library account. Ms. Veissy is waiting to hear from a representative from the escalation department.

The Friends of the Somers Library will generously fund \$ 6,000 in programming for July through December. The three reference departments will be split the funds evenly at \$ 2,000 each.

Liz Anastasi (Reference) and Juan Carlos Villagomez (PR/Tech) have begun gathering the information and materials needed to start the Notary Public journey.

There are still a few steps needed to be completed before the first practice fire drill. Doyle Security is scheduled to conduct the annual inspection in mid-July. Once the inspection date is confirmed, Rich Servello, the Town Fire Inspector, will be there that day to walk staff through the drill. In the meantime, Ms. Veissy will periodically review fire drill procedures with staff so everyone is prepared.

Thanks were extended to Vadim Thomas for leading an informative Active Shooter training session. He addressed many of the staff's questions and concerns and has generously offered to conduct a staff drill in the future. Ms. Veissy looks forward to planning for that opportunity. A special thank you was extended to Terre Thomas, Teen Librarian, for coordinating and arranging this valuable training for the library staff.

There are still a few staff members who need to complete the Code Adam training. Once the majority have completed the training, Ms. Veissy will have small in-house training sessions to practice for this alert.

The WLS Wi-Fi upgrade has begun at the library. They will upgrade the library system to Lightpath services by June 10, 2026. Although this will not fix connectivity for patrons and residents in the Park, Ms. Veissy is hoping for an upgraded user experience inside the library.

2,460 patrons were welcomed to the library in May. The second door counter was received and Ms. Veissy is hoping to have it installed before the Mahjong Tournament on June 7th.

Buildings and Grounds

Four new computer chairs for public use were received and many patrons have commented that they're more comfortable and over all like them. During the month of June, Ms. Veissy will find a new location for the existing chairs that remain in good condition, while ensuring that damaged or unusable chairs are properly disposed of or recycled. Additional chairs will arrive next week. Once

they are put together and placed, Assemblyman Matt Slater will be asked to come see them as he funded them.

The emergency door in the Program Room has been difficult to shut. It will be looked at by Town maintenance staff.

Bi-annual cleaning of the carpets and windows has taken place.

Projects to Keep in Mind for the Future – carpeting; leak in the basement emergency door; repair/replacement of roof/gutters to avoid window leaks in the program room and other areas of the library; and the front door to the library and pavers as they are becoming quite worn.

Grant Review

There are no updates.

Personnel

Margaret Widman, Principal Library Clerk, has formally announced her retirement, with her last full day at the Somers Library scheduled for July 24, 2026. She will reach her 22-year milestone with the library on July 8, 2026. Margaret has been an exceptional employee, consistently hardworking, reliable, and unfailingly positive. Her contributions over the past two decades have made a lasting impact on both staff and patrons, and her presence will be deeply missed. It will be difficult to imagine filling her role, as she has set a standard that will be hard to match. Ms. Veissy is hopeful that Margaret may be able to return in a part-time capacity to assist with some of her current responsibilities, and will explore that possibility with her as she transitions into retirement. This will be discussed further at the July Board meeting.

Professional Development

As of June 2026, Ms. Veissy has completed the four core courses required for the American Library Association's Certified Public Library Administrator program. With three elective courses remaining, she will earn the Post-MLS Certification in Public Library Administration upon completion.

Ms. Anastasi is completing the Library Journal Day of Dialogue and Ms. Thomas, the School Library Journal Day of Dialogue.

Ms. Anastasi is attending the Westchester Library System Adult Services monthly meetings and Ms. Thomas the Westchester Library System Teen Services meetings.

The Westchester Library System (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

The Annual Legislators' Appreciation Supper will be held on Tuesday, July 21st from 5:30 to 7:30 p.m. This event provides a chance for WLS and the member libraries to show their appreciation and gratitude to lawmakers for their continued support and partnership.

Monthly Statistics for May

New Library Cards – 62 (54 adults, 8 juvenile)

ILL Items Received – 1,593

ILL Items Supplied – 966

Monthly Circulation – 12,587

Computer Usage – 73

Door Count – 2,460

WiFi Usage Connections – 853

Reference – 900 (Adult/YA) and 202 (Children)

Staff Meeting

In an effort to keep all staff informed, Ms. Veissy has begun sending near-weekly staff update emails. With many part-time employees working multiple jobs, it can be difficult to gather everyone for in-person meetings. These updates cover library and community news, procedural changes, system updates, and other important information. Moving forward, Ms. Veissy plans to hold quarterly staff meetings in person, with a Zoom option available for those unable to attend. Regular meetings with full-time staff will continue.

Friends of the Somers Library

There were no updates this month.

Meeting with Town Update

The next meeting with the Town will take place in July.

Old Business

Teen Room Renovation Update

The bid for the Teen Room Renovation was announced in the papers on April 30th. Mandatory site took place on May 19 and 20 and again on May 21, with six companies attending. The bid opening will be on June 18th and a recommendation of who to award the bid to will take place at the August 6th 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 Procario via Zoom to go over their second revision for an HVAC design for the library. Sueco was asked to give a guesstimate of what this project might cost. Much to our surprise, OLA notified Mrs. Schirmer last week that in order to move forward in providing scope of work documents in order to go out to bid will cost an additional \$69,000. This information has been forwarded to the Town Supervisor and Town Clerk so that a determination can be made in moving forward. Mr. Schnapper once again expressed his concern about this issue and coordinating the new HVAC installation with the teen room renovation is extremely important.

Bylaws Review Update

Mrs. Marsh provided everyone with a draft of the proposed updates to the Bylaws. She would appreciate feedback.

Annual Report Update

The final Annual Report was submitted to the State and approved.

Updating/Approving Library Policies

A motion was made by Ms. Blair and seconded by Mrs. Rios to approve the Information Display Policy as presented. All were in favor.

A draft of the Whistleblower Policy was distributed for review and will be voted on at the July meeting.

New Business

2027 Budget Committee

The 2027 Budget Committee will consist of Mr. Keane, Mrs. Rios, Mr. Schnapper and Ms. Veissy. Review and discussion will begin in July.

Personnel

A motion was made by Mrs. Rios and seconded by Ms. Blair that Lily Konys has been approved to be promoted from Library Clerk part time to Librarian 1 part time at an hourly rate of \$29.5596 to include a 2.90% increase on \$29.5596 to \$30.4168 once contract is approved, retro to July 1, 2026. All were in favor.

At 8:25 p.m. the Trustees went into Executive Session to discuss personnel and union negotiations. They came out of Executive Session at 8:55 p.m. and the meeting was closed.

The Board will meet next on Wednesday, July 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