

**TUXEDO PARK LIBRARY  
BOARD OF TRUSTEES MEETING MINUTES  
June 9, 2015 - Approved**

President Davidson called the meeting to order at 7:35 PM.

**Present:** Trustees Bullard, Davidson, du Pont, Fennell, Frazer, Howard, Takeuchi, Sweet Director Loomis, Assistant Director Brady and Friends' President Sabic-El-Rayess

**Absent:** Trustee DeSimone

**Public Comments:** None

**Minutes:** On a motion by Trustee Howard and seconded by Trustee Frazier, the May 12<sup>th</sup> Board of Trustees meeting minutes were approved as submitted.

**Treasurer's Report:** Trustee Sweet began his report by thanking all those who worked on the Memorial Day fundraiser making the day a huge success. He reported that the library was beginning the process of applying for a construction grant, which would help pay for a glass door to be installed in the reading room providing more quiet space on the main floor. With much effort Chase bank was able to waive the monthly checking account fee. The insurance for the entire library collection was going to be reviewed by several insurance carriers to see if it is overvalued or undervalued. Right now, the collection is valued at \$1.7 million.

**Committee Reports:**

**Director's report:** Director Loomis' report was circulated prior to the meeting. Director Loomis reported that the Memorial Day Picnic was a wonderful success due to everyone who worked on it, everyone who came and enjoyed the day and Claudia Bakhtiary, who filled Dan Gladding shoes so well. The library has been given a Young Adult Library Service Association grants for 2 summer internships. President Davidson asked that Director Loomis bring patrons comments and feedback to the monthly meetings and asked if there had been any notable comments lately. Director Loomis said the most discussed item might be the need for more quiet space on the main floor, and this was being addressed by the possibility adding glass doors to the reading room.

**Authors' Circle:** Trustee Howard reported that Steve Osborne was set to come on June 14<sup>th</sup> at 3p.m. The author would have a reading followed by an interview with Trustee Howard. Trustee Howard asked author Joe Kanon who writes best-selling historical thrillers to come to the library. Trustee Howard would like to cultivate the teenage and "tween" audience by hosting authors they are reading. He asked the library staff to let him know of authors that this group would appreciate most.

**Committee on Trustees:** No report.

**Building:** No Comment

**Friends:** Friends' Chair Sabic-El-Rayess reported the Friends' group is working on a fundraising strategy for the September 12<sup>th</sup> fundraiser. They are working on approaching new residents in Tuxedo to introduce them to the library. Assistant Director Brady suggested that the Friends might want to take part in Tuxedo Family Fun Day. Friends' Chair Sabic-El-Rayess added that she might approach Good Samaritan Hospital and see if they would like to participate in a possible health education series either at the library or as part of Family Fun Day.

**New Business:**

**Strategic Plan:** President Davidson circulated the strategic plan prior to the meeting, and asked if there were any questions. He made a motion to approve the plan, Trustee Sweet seconded the plan and it was approved unanimously.

Trustee du Pont followed with a discussion of the required capabilities of the organizational support to the strategic plan. The trustees must be engaged and active in the planning process with approvals of all objectives and strategies. The director would be tasked with the implementation of the plan, the Friends' group will fundraise and advocate for the library, and committee will oversee the renovation. The Gensler group, who was part of the main floor renovation, has been asked to produce 2-3 concepts for the lower floor. One dream plan, one very basic plan and one middle of the road plan. Hopefully, we will have a visual concept for the September 12<sup>th</sup> fundraiser. Trustee du Pont thanked all who helped with the strategic plan during the last few months.

**Old Business:** None

On a motion by President Davidson, seconded by Trustee Frazier, and approved unanimously, the meeting was adjourned at 9:16 PM.

Respectfully submitted,  
Heather Bullard  
Secretary