

TUXEDO PARK LIBRARY
BOARD OF TRUSTEES MEETING MINUTES April 14, 2015 - APPROVED

President Davidson called the meeting to order at 7:36pm

Present: Trustees Bullard, Davidson, DeSimone, du Pont, Fennell, Frazer, Howard, Sweet, Takeuchi, and Director Loomis.

Absent: Assistant Director Brady

Public Comments: None

Minutes: On a motion by Mr. Sweet and seconded by Trustee du Pont, the March 10th Board of Trustees meeting minutes were unanimously approved as submitted.

Treasurer's Report:

Trustee Sweet reported that he has discussed the new monthly fee being charged by Chase Bank of \$105 for use of our operating account with the bank representatives, and we will now deal directly with the local Tuxedo Chase Bank branch. He hopes to negotiate a much lower fee with Nancy at our Tuxedo branch, for example, by waiving our online access privileges, which would save \$35 per month by itself.

Trustee Sweet stated that the Finance Committee is also receiving a new insurance quote for our collection and content. Right now, we are insured for \$1.7 million for the entire library collection. The question was raised: what is the fair market and replacement cost of our collection? What would the savings be if the value were reduced and needed less insurance? This was followed by a discussion, ending in agreement that we need to follow up with finding an appraiser to value our collection and possibly change our amount of insurance based on the findings.

Director's Report:

Director Loomis' report was circulated prior to the meeting. She reported that Throwback Thursday on Facebook has been very well received. Many patrons have commented on the old photographs, and there seems to be growing interest in our local historical digital collection. She then reported there would be a staff strategic planning meeting on Friday at the library.

Committee Reports

Authors' Circle:

Trustee Howard reported that the next author presentation would be by Steve Osborne on June 14th, 2015. Mr. Osborne is a truly entertaining author who wrote The Job, and Trustee Howard would like to advertise the presentation to local police departments as well as New City where Mr. Osborne resides. Trustee Howard also said that he hopes to connect with author Joe Cannon, who is a very successful author who concentrates on World War II spy thrillers and possibly have him be a guest author soon. Trustee Howard added that he would like to survey library patrons as to whom they would like to have as

a guest author. He explained that this would be a great way to have library patrons connect with local authors and for authors to know that our patrons are asking for them. President Davidson suggested that if Trustee Howard created a list of possible local NY tristate authors, we might receive more participation from library patrons. Trustee Howard agreed.

Committee on Trustees:

Trustee Fennell reported that we have had 100% participation on the Directors evaluation, and thanked the Trustees for participating.

Building and Grounds:

Trustee DeSimone restated that the carpet will be installed later in April and they are getting new bids on re-stretching the carpet in the history room. They are also waiting on the assessment of the drainage problem in the basement.

Friends:

Trustee Bullard reported that the Friends groups' legal paperwork had been filed by Attorney Charles Toal, and we are waiting on its' return to be followed by Trustee Sweet filing for a tax number so the friends group can open a bank account. The Friends group has been asked to sponsor something for the Memorial Day picnic as they have done in past years. They are hoping to sponsor the balloon animals at \$150.00. Friends Chair Amra Sabic-el-Rayess is organizing a friends meeting sometime in May. Trustee du Pont added that the Friends group has solidified the Annual fundraiser on September 12th with Paul Watkins as the guest author.

Memorial Day:

Trustee Bullard reported the Memorial Day Picnic group is asking the board to consider sponsoring an item for the picnic. President Davidson said he would reach out to the Trustees via email with this possibility. There is a Memorial Day meeting this Saturday at 8:30am and they were working on receiving ads for the journal as well as selling raffle tickets, and hoped the board would help with this as well.

Strategic Planning:

Trustee du Pont reported that there had been a focus group on Sunday, April 12th, with 7 people attending to follow-up with the quantitative questionnaire. There had been a fantastic response with 171 people participating in the questionnaire. There is a Board Retreat on Sunday, April 19th from 9am – 12 pm at the train station to discuss the findings of the questionnaire further.

President Davidson added that he had a discussion with lawyer Ellen Bach, who is the pro-bono RCLS Lawyer recommended to answer questions for local libraries. Because our by-laws state that a quorum is met when 4 board members attend a meeting, we need to publicly notify our community of a special meeting of the board, or a finance committee meeting with more than 4 board members attending, and invite the public to attend the meeting but not speak or participate. Trustee Fennell suggested that we post

the notice on our website. President Davidson thanked Trustee du Pont and others for forging ahead with the strategic planning and thanked them great job they were doing.

New Business:

Proposed 2016 Budget

The Finance Committee recommended a 1.98 % aggregate increase on the tax levy.

Trustee Sweet made a visual presentation to demonstrate the context of the 2016 Budget. Trustee Sweet stated that he and the Finance Committee have worked very hard on creating a prudent budget recommendation, which he and other board members should be proud to stand behind. A discussion followed concerning the budget.

A motion that the Trustees approve the proposed 2016 budget marked "Updated 4/14/2015." Specifically, the proposed Board resolution reads:

"The Tuxedo Park Library Board of Trustees approves the proposed 2016 budget that calls for a tax increase of \$9,937 over 2015 or an increase of 1.98% for a total amount of \$511,868 to be raised by taxes in 2016."

President Davidson seconded the motion. The motion was approved by unanimous vote.

Trustee du Pont added that she felt that Director Loomis and Trustee Sweet had done an outstanding job in creating this years' budget, and the rest of the Trustees agreed.

On a motion by President Davidson, seconded by Trustee Sweet, the meeting was adjourned at 9:00 PM.

Respectfully submitted,
Heather Bullard, Secretary