

**TUXEDO PARK LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
April 8, 2014**

President du Pont called the meeting to order at 7:34 PM.

Present: Trustees Bullard, Davidson, DeSimone, du Pont, Fennell, Frazer, Gladding, Sweet, Takeuchi, Director Loomis, Assistant Director Brady, Friends President Bakhtiary

Absent: Trustee Howard

Public Comments: None

Minutes: On a motion by Mr. Sweet and seconded by Mr. Davidson, the March 18 Board of Trustees meeting minutes were unanimously approved as submitted.

Treasurer's Report: Mr. Sweet reported that for the next budget year there will be an increase of 1.1 percent in New York State funding for libraries. The original proposed budget had called for a reduction in funding but legislators were persuaded by public pressure to approve the increase. Mr. Sweet then began a discussion of the proposed 2015 budget which has been prepared by the Library staff and which has been modified by the Finance Committee in two workshop meetings. Expenses for Buildings and Grounds have been increased in the proposed budget to reflect actual recent spending. Spending for eContent has also been increased in the proposed budget. He also pointed out that two-thirds of our expenses are related to our people.

At this point, at 7:50 PM, the Trustees voted to move to an Executive Session to discuss personnel matters. The Executive Session adjourned at 8:25 PM.

Mr. Sweet then made a motion that the Trustees approve the proposed 2015 budget marked "Updated 3/28/2014". Specifically, the proposed Board resolution reads: "The Tuxedo Park Library Board of Trustees approves the proposed 2015 budget that calls for a tax increase of \$14,265 over 2014 or an increase of 2.925 percent for a total amount of \$501,931 to be raised by taxes in 2015." Mr. Davidson seconded the motion. The motion was approved by a vote of eight in favor and one opposed.

Mr. Sweet then reported that our investment funds were very recently deployed in several Exchange Traded Funds at Vanguard. There has been a small increase in the account since that time. He will present the first quarterly report on investment performance at the July meeting.

Director's Report: Ms. Loomis' report was circulated prior to the meeting. Several Trustees commented very positively on the new format of the report. In response to a question about our fax fees, Ms. Loomis said that she will survey these fees at other libraries to determine whether our fee structure should be changed.

Committee Reports:

Authors' Circle: Ms. du Pont reported that the next author presentation will be by Hillary Jordan on May 4. Ms. Jordan has written "Mud Bound", which Ms. du Pont described as a wonderful first novel, and "When She Woke" which was recently published. The Committee is hoping to soon announce a presentation by another author.

Committee on Trustees: No report.

Building: Mr. Gladding discussed plans for dealing with occasional water in one area of the floor in the Book Sale Room.

Fundraising: Ms. Loomis reported that the current campaign has raised very close to \$30,000. Several recent donations were in response to our follow up letters.

Marketing: No report.

Friends: Ms. Bakhtiary reported that the Friends are working on additional museum passes. She also reported that the recent “April Fools” sale was successful.

Memorial Day: Mr. Gladding reported that the Journal is near completion and will be very impressive. He also discussed the food menu and the need for many additional volunteers.

New Business

Proposed 2015 Budget: Discussed previously in the meeting.

First Quarter Circulation Statistics: Ms. Loomis included this discussion in her Director’s Report. eContent circulation is up and the decline in Adult print materials was expected and is consistent with the experience at other libraries.

Possible Construction Grant: The Trustees discussed a possible grant application which must be submitted in the near future. It was decided that we must first address the occasional water issues in the Book Sale Room before we can make specific basement renovation plans. It appears that water mitigation costs would not qualify for a construction grant. Mr. Gladding will meet with Jeff Gundermann to discuss one suggested approach to mitigation. It was also decided that we should begin a strategic planning process for a basement renovation so that we will be in a better position to apply for a future construction grant.

Teen Tech Survey: Ms. Loomis reported on survey results. Generally the survey responses were quite positive and helpful.

Old Business: The Trustees further discussed our circulation policy and the problems with late return of materials by some people. At the March 18 meeting the Trustees authorized Ms. Loomis to change the current circulation policy at her discretion. Ms. Loomis will analyze the policies at nearby libraries so that her revised policy will be consistent with our neighbors.

On a motion by Mr. Davidson, seconded by Mr. Sweet, and approved unanimously, the meeting was adjourned at 9:25 PM.

Respectfully submitted,

Dan Gladding
Secretary