

**Tuxedo Park Library
Annual Meeting Minutes
January 10, 2017
Approved**

President Davidson called the Annual Meeting to order at 7:34 p.m.

Present: Trustees Bullard, Davidson, du Pont, Fennell, Frazer, Howard, Sweet,
Director Loomis

Absent: Trustees Frazer and Takeuchi and Assistant Director Brady

Public Comment: None

Trustee Davidson commenced the meeting by re-electing
Trustees Bonny Takeuchi and Noreen Fennell to another term as trustees.
This was approved unanimously.

President Davidson then went on to nominate the following slate of officers to serve
for the upcoming year:

President: Anthony Davidson
Vice President: Barbara du Pont
Treasurer: William Sweet
Secretary: Heather Bullard

Trustee Howard made a motion that the nominees be elected to the positions shown
above. Trustee Fennell seconded the motion and the motion was approved
unanimously.

President Davidson asked for further nominations of the 4 standing committee
chairs for the 2017 year and the board then discussed and made revisions to the
membership of various committees for the 2017 year. Building, Nominating
Placement, Executive - which President Davidson is the de facto head, and finance –
which Treasurer Sweet is the de facto head. Trustee Fennell was re-elected to be the
head of the Nominating committee. Building & Grounds committee head, President
Davidson would act as the head with a search for a new building and grounds head
to continue.

New Business:

Trustee Fennell and President Davidson reported that our set of bylaws need to be
revised and this would be worked on and discussed at a future meeting.

On a motion made by Trustee du Pont and seconded by Trustee Davidson and
approved unanimously the meeting was adjourned at 8:06pm.

Respectfully submitted,
Heather Bullard Secretary

**Tuxedo Park Library
Board of Trustees Meeting Minutes
January 10, 2017
Approved**

President Davidson called the meeting to order at 8:07 PM.

Present: Trustees Bullard, Davidson, du Pont, Fennell, Howard, Sweet, Takeuchi,
Director Loomis

Absent: Trustee Frazer and Assistant Director Brady

Public Comments: None

Minutes: On a motion by Trustee du Pont and seconded by Trustee Howard, the December 2017 Board of Trustees meeting minutes were approved as amended.

Treasurer's Report:

Trustee Sweet reported that he had met the new library bookkeeper and he was excited to welcome her to the library team. She is working on getting caught up and is settling into her new job. Trustee Sweet reported that there were no surprises for the year-end 2016 finances. There was good news and bad news. The bad news is that we are 11,000 over budget for building and grounds expenses due to hot water heaters exploding, air conditioning breaking, and other emergency repairs... and the good news is that we are going to be only a little over budget. We will be over budget by \$8800 but we have about \$12,000 in building and maintenance reserve to use for this. We will rollover into 2017 without an operating surplus. Trustee Sweet reported that the endowment account had a very good year with about a 6% total return and an account balance at \$130,000. A conversation continued discussing investing the fundraising account.

Director's Report:

Director Loomis' report was circulated prior to the meeting. The fire chief would like the library to participate in the Knox box rapid entry system. This box would allow the fire department to gain entry into the library quickly in case of emergency. She went on to request approval for the purchase of blinds for the Resource Room as many patrons have been commenting on the intensity of the sunlight near the computers. Blinds are a worthwhile investment that will enhance the feel and functionality of the room. Director Loomis went on to discuss the staff's technology proficiency skills and is pleased by their improvement.

Committee Reports:

Authors' Circle: Trustee Howard reported that because of the damage in the library with the flood, Author's Circle events had been put on temporarily hold. He went on to report that author James Carse, who wrote, *PhdDeath: The Puzzler Murders* and David Bianculli author of *The Platinum Age of Television* are scheduled for spring. These events will be led by Katie Rosman who is a writer for the New York Times.

Building Committee:
Previously discussed.

Committee on Trustees: No report.

Friends:

Trustee Bullard reported that she had been working on a possible furniture sale for the library with Michael Bruno. Mr. Bruno had asked if the library would be interested in co-hosting a sale of furniture which would be donated and proceeds to be given to the library. The sale would be held in the IGA building once the building had been cleaned out. Mr. Bruno generously offered to host the sale, supply food and drink and help get more items. Trustee Bullard offered to work with Michael Bruno, secure a date, and organize the auction.

New Business:

President Davidson proposed that the Feb 14th meeting be changed to the following Tuesday the 21st of February.

Conflict of Interest Review:

Our Conflict of Interest Policy requires that Trustees annually execute a personal form stating that they know of no conflicts relating to their dealings with the Library. The Trustees who were present signed their personal forms to attest to this. Trustee Howard then discussed his own situation: he works for a publisher and some of the authors who make presentations at the Library are published by his firm. At these events the Library sells a small number of the author's books. A small amount of the proceeds of the sale of each book accrue to Mr. Howard's employer. Trustee Bullard then stated that she sometime works and donates food and catering services to the library for various functions. President Davidson then made a motion that the Board agrees that these situations shall not be considered a conflict of interest for Trustee Howard and Trustee Bullard, which passed unanimously.

"Tax Cap Override Resolution"

The board discussed the tax cap override resolution recommended by NYLA. The following proposed resolution was read:

Whereas, the adoption of the 2018 budget for the Tuxedo Park Library may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and

Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it

Resolved, that the Board of Trustees of the Tuxedo Park Library voted and approved to exceed the tax levy limit for 2018 by at least the sixty percent of the board of trustees as required by state law on January 10, 2017.

President Davidson made a motion to approve the resolution. Trustee Howard seconded the motion which passed unanimously.

President Davidson reported that Marina Case has been working on the emergency repair at the library as well as internal design, helping be the go between in the construction, vendors and design. She has sent a proposal to the board for this work. A discussion followed and the proposal was accepted by the board. The board then discussed the lower level renovation project.

On a motion by President Davidson, seconded by Trustee Howard, and approved unanimously, the meeting was adjourned at 9:14 PM.

Respectfully submitted,
Heather Bullard Secretary