

TUXEDO PARK LIBRARY
BOARD OF TRUSTEES MEETING MINUTES February 9, 2016
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

Absent: None

Public Comments: None

Minutes: On a motion by Trustee Fennell and seconded by Mr. Sweet, the January 12, Board of Trustees meeting minutes were approved as submitted.

Treasurer's Report: Trustee Sweet reported that at the preceding Finance Committee meeting it had been determined that the final 2015 year-end surplus was \$4,913, and for our next meeting, our bookkeeper will issue a final 2015 Statement of Activity to formalize this.

The committee wanted to make the board aware of several urgent improvements that have been made and others that are needed. The heat has been fixed on the second floor and the elevator has been repaired and the cost was \$9,400 which came from the building and grounds budget for 2016 and from reserve funds. Trustee Sweet went on to report that Mr. Yassky has recommended that we install a sump pump to fix the water issue in the basement which is about \$800 and wait a period of time to see if it cures the ongoing water issue. Other fixes may be needed to eliminate the problem or this might fix it permanently. The lower level A/C unit also needs to be replaced and the cost is approximately \$6,000. The funding will come from the maintenance reserve fund.

Director's Report: Ms. Loomis' report was circulated prior to the meeting. She reported that our weekly children's programs will contain a literacy skill building element. Each week, Susan Babcock will create an informational handout that connects the program's content with literacy skills and library content and services. The handouts will be posted on the library website and Facebook page to promote the program and share information. The *1000 Books Before Kindergarten* has been very successful, and they have a few children who are getting close to their goal. When a child reaching 1,000 books, they will receive a medal.

Committee Reports:

Authors' Circle: Trustee Howard reported that due to the snow storm last month, the Sinatra event was cancelled and will be rescheduled for the fall. We have an event on April 3rd, hosting Steven Silverman, "The Catskills: The History of How it Changed America". Cristina Alger Wang will be coming on May 15th to present her book, *This was not the Plan*".

Committee on Trustees: Trustee Fennell reported the library by-laws need to be reviewed, changes addressed and then changes voted on.

Building and Grounds: Previously discussed.

Friends: Trustee Bullard reported that Trustee Sweet and Friends' Treasurer Alexandra Parker will review financial procedures and policies for the Friends group.

Strategic plans: Director Loomis reported that there will be a renovation meeting on February 17th to discuss the interior design of the lower level. Director Loomis will be writing a schedule for what needs to happen during the next few months. She received a quote to place all the new mechanical units into one of the basement closets, allowing there to be a much more open feel to the floor plan. These units will be energy efficient and cost less for operation, and the first estimate was \$12,685. President Davidson asked Director Loomis to research what the efficiency improvement would yield in cost savings in comparison to the old unit. Director Loomis stated that Orange and Rockland said they don't have rebates available for the heating units, but the library might be eligible for a \$475 rebate for the A/C unit.

New Business: President Davidson made a motion to nominate Genevieve Jones as trustee for the board; Trustee Fennell seconded the motion which passed unanimously.

Memorial Day: Director Loomis reported that the first meeting was held and that it was well attended. The members were looking forward to a successful fundraiser.

Old Business: None

On a motion by President Davidson, seconded by Trustee Bullard, and approved unanimously, the meeting was adjourned at 8:30 PM.

Respectfully submitted,
Heather Bullard Secretary