

**Tuxedo Park Library
Board of Trustees Meeting Minutes
February 21, 2017
APPROVED**

President Davidson called the February meeting to order at 7:32

Present: Trustees Bullard, Davidson, du Pont, Fennell, Frazer, Takeuchi, Director Loomis and Assistant Director Brady

Absent: Trustees Howard and Sweet

Public Comments: None

Minutes: On a motion made by trustee du Pont and seconded by trustee Fennell, the January 2017 Board of Trustees meeting minutes were approved as amended.

Treasurer's Report:

Director Loomis reported for Trustee Sweet. The Friends have transferred \$16,000 into the library reserve account. No unexpected expenses this month, besides the remaining renovation and clean up after the hot water tank bursting. The annual report was submitted and accepted by RCLS. Work on the 2018 budget will begin in March. The library has received the town check.

Director's report:

Director Loomis' report was circulated prior to the meeting. The carpet has been installed in the reading room and S & B's work has been completed in the Reading Room. The program room has new electric and lights being installed and should be finished by the end of February. Nancy Kaufer is now a licensed notary, and this notary service is needed in town. Director Loomis went on to report that the library online events calendar is up and allows patrons to register for events online. After the snow and rain event a week or two ago, we unfortunately have water again in the basement. The pumps that were installed did come on but there was still water leaking. The next step will be to further investigate an internal French drain.

Committee Reports:

Authors' Circle:

Trustee du Pont reported that we would be having several events in the spring that everyone is really looking forward to. The first will be on April 2, 2017, David Bianculli author of, *The Platinum Age of Television*, followed by James Carse, *PhD. Death: The Puzzler Murders*, and finally on June 11th, Philip Carson will present his book, *Breaking and Entering: A Manual for the Working Actor: From Auditions to Agents to a Career*. Katie Rosman, a community member and a writer at the New York Times, will lead these three events and this series will be titled Conversations with Katie.

Committee on Trustees:

Trustee Fennell reported that she has been reviewing our charter from 1901, and the amendment to the charter, and there are several inconsistencies with current general library law and our charter and bylaws. Director Loomis will work with Grace Riario from RCLS to draft a resolution to amend the charter. Trustee Fennell and Director Loomis will then bring the resolution for the board for approval. We then need all eight board members to agree on these changes, and send it with a petition to Library Development Office along with a check for \$60 to approve our change to the charter.

Building Committee: Previously discussed.

Friends: Trustee Bullard reported that she has been in touch with Michael Bruno about the possible furniture sale and he believes the IGA Building will be ready by mid April. We should have a clearer picture in the next a few weeks and be able to set a firm date for the sale. A letter needs to be sent out to everyone in the community asking for more donations of good furniture, and inviting them to the sale and party.

Strategic Planning:

Director Loomis reported that Devine Design has made a formal proposal to be our web developer. After reviewing many different companies, Caroline Siecke-Pape and Director Loomis have decided that they would like to use Devine Design and the cost is approximately \$3800, which includes 21-25 pages. The 1st year of web hosting is free. Caroline can build off of this framework and would like to move forward. The board agreed unanimously to allow the Director to hire this firm and move forward.

President Davidson made a motion to re-elect Heather Bullard to another 3-year term, and she was reelected unanimously.

On a motion by President Davidson, seconded by Trustee Bullard and approved unanimously, the meeting was adjourned at 847p.m.

Respectfully submitted,
Heather Bullard Secretary