

TUXEDO PARK LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
April 12, 2016
APPROVED

President Davidson called the meeting to order at 7:32 PM.

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

Absent: Trustee Frazer

Public Comments: None

Minutes: On a motion by Trustee Sweet and seconded by Trustee Howard, the March 8th Board of Trustees meeting minutes were unanimously approved as submitted.

Treasurer's Report:

Trustee Sweet reported on the 2017 budget, and had a presentation including a line by line budget from the past 2 years and the proposed budget for 2017. Trustee Sweet commended Bookkeeper, Carol Stachelek for recording all of the data and making it readily available to the Finance Committee. The one expense that has increased every year is the building and grounds budget line because the maintenance of a 100-year-old building is ongoing. The funds allocated to keep the building running are about \$2500 and in 2016 we have already spent \$10,000 for emergency items; fixing the second floor heat and elevator. For 2017 the finance committee proposes that we raise the building and grounds budget to \$8000. A discussion on the proposed budget followed.

President Davidson made the following motion that the Trustees approve the proposed 2017 budget. "The Tuxedo Park Library Board of Trustees approves the proposed 2017 budget that calls for a tax increase of \$11,794 over 2016 or an increase of 2.3 percent for a total amount of \$523,662 to be raised by taxes in 2017." Trustee Howard seconded the motion, and the motion was approved by a unanimous vote.

Director's Report:

Director Loomis' report was circulated prior to the meeting. She reported that the elevator has again been fixed by a local company, AES. They replaced the PC board and reprogrammed its parameters. The sump pump had been installed in the lower level, and Wickes Tree and Lawn Care will conduct general tree and brush work at the library. Director Loomis went on to say that Bookkeeper Stachelek will be resigning from her position at the library, and will be greatly missed. Director Loomis received permission to use the parking lot from Lordae LLC for the Memorial Day picnic and will contact our insurance company to arrange for a rider for the day. Patron feedback has been hugely positive regarding the recent programs, "The Afternoon of Jazz" and the Author's Circle programs.

Director Loomis then explained the RCLS Direct Access Plan for 2017-2021 which will outline how RCLS will administer "free access". The Commissioner of Education requires the approval of the plan by the majority of the member library Boards of Trustees, and has already been

approved by the Directors association. President Davidson made the motion to approve the RCLS Direct Access Plan 2017-2021, seconded by Trustee Fennell, and it was approved unanimously.

Committee Reports:

Authors' Circle: Trustee Howard reported that the last Authors' Circle program was a huge success with over 50 guests attending. Thanks to the Jones' for hosting a wonderful reception following that event at their home. The next author presentation will be by Cristina Alger Wang on May 15th. Mrs. Wang has written, "This Was Not the Plan", which Trustee Howard described as a wonderful second novel. Trustee du Pont went on to say that on June 12th, Stacey Goergen and Amanda Benchley will be presenting their book "Artists Living with Art" followed by an Author's Circle reception at the Mahon's home.

Committee on Trustees: President Davidson reported that Genevieve Jones will be moving to Chicago this summer and will leave the board. She will be missed.

Building: Previously discussed.

Friends:

Trustee Bullard reported for Friends President Sabic-Al-Rayess. The Friends are meeting on Sunday April 17th to discuss their main fundraising event. They will discuss potential locations, underwriters, and themes for the event which will take place this September. The group is formalizing the finances between Friends and Library with the help of Trustee Sweet. The Friends will have a table at the Memorial Day picnic using the opportunity to sign up people who are interested in becoming friends and active members. The Friends will be sponsoring the Memorial Day picnic with \$600 dollar item. A discussion followed on how best to allocate Friends funds for programs in the library.

Strategic Plan: Director Loomis reported that we are adopting a new calendar system for our web site. It is more interactive allowing guests to sign up for programs and library personal to access sign up lists and adding to iCalendar. The cost is approximately \$600 annually.

Memorial Day:

Assistant Director Brady reported that the group had met last Saturday morning and that Trustee Takeuchi was instrumental in getting a fabulous Weber grill at cost from town resident, James Hickey and Memorial Day Committee Member, Vince Capozzi assembled the grill. It is in the library for patrons to see and buy raffle tickets to win. The deadline for the ads is April 22nd.

New Business

Proposed 2017 Budget: Discussed previously in the meeting.

On a motion by President Davidson, seconded by Mr. Sweet, and approved unanimously, the meeting was adjourned at 9:00 PM.

Respectfully submitted,
Heather Bullard, Secretary