

**Tuxedo Park Library**  
**Minutes of the Board of Trustees Meeting**

**June 14, 2016**

**Approved**

Meeting called order 7:35

In attendance: Trustees Tony Davidson, William Sweet, Barbara du Pont, Noreen Fennell, Linda Frazer, Gen Jones, Bonny Takeuchi, Director Diane Loomis, Assistant Director Florence Brady, Memorial Day Chair Claudia Bakhtiary

Absent: Trustees Bullard and Howard

Mr. Davidson introduced Ms. Bakhtiary, Chair of the Memorial Day Committee. Ms. Bakhtiary thanked the Board for their support of the Memorial Day Picnic. Ms. Bakhtiary reported that the Memorial Day Committee had a wrap meeting. The group analyzed the results and made plans for next year.

**Minutes:** On a motion by Ms. Fennell, and seconded by Mr. Sweet, the minutes were approved as distributed.

**Treasurer's Report:** Mr. Sweet presented the monthly financials. The discrepancy between the budget and actual in the Building and Grounds category was discussed.

The Library has a new bookkeeper Michele Furbeck. She will be working part time.

The Friends have reported that they have \$44,338 in net income since their inception in March of 2015. A Memorandum of Understanding and a Financial Operating Agreement has been drafted and distributed for review.

**Director's Report:**

The Director's Report had been distributed prior to the meeting for Trustees' review. Ms. Loomis reviewed the report with the Board. Mr. Davidson congratulated Ms. Loomis on her graduation with her Masters in Library and Information Science.

The bench in front of the building was vandalized. Ms. Loomis is getting estimates on repair/replacement of the bench.

## **Committee Reports**

### **Building and Grounds:**

In addition to the condition of the Bench that was previous discussed, the newly installed air conditioning unit is working well. Ideas for camouflaging the compressor unit are being solicited and considered.

### **Friends of the Tuxedo Park Library:**

The Annual Dinner is scheduled for September 24<sup>th</sup>.

Motion to adopt Memorandum of Understanding made by Mr. Sweet. Seconded by Linda Frazer. Motion carried unanimously.

Motion to adopt Financial Operating Agreement made by Mr. Sweet. Seconded by Linda Frazer. Motion carried unanimously.

### **Strategic Planning:**

Ms. Loomis distributed the 2015-2019 Long Range Plan. Progress on goals was reviewed.

### **Committee on Trustees:**

Annual Director's Evaluation Survey has been distributed via email.

### **New Business:**

None.

### **Old Business:**

None.

Motion to adjourn at 9:05 p.m. by Mr. Davidson, seconded by Ms. Frazer, approved unanimously.

Respectfully submitted,

Noreen Fennell, Trustee