

**TUXEDO PARK LIBRARY
BOARD OF TRUSTEES MEETING MINUTES July 14, 2015
APPROVED**

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

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

Absent: Trustee Frazer

Minutes:

On a motion by trustee Howard, and seconded by Trustee Sweet the June 9th minutes were unanimously approved as submitted.

On a motion made by Trustee DeSimone and seconded by Trustee Bullard the special trustees meeting minutes on June 23rd were unanimously approved as submitted.

Public Comments:

The trustees welcomed 2 student interns for the summer Elizabeth Minano and Elizabeth Rattazzi. They are working on the summer reading program and also attended the monthly finance meeting.

Treasurer's Report:

Mr. Sweet reported that we are at the mid point of the 2015 budget year. At the end of June, we had approximately \$485,000 in financial assets not including fixed assets, compared to about \$437,000 last year, which is about an 11% increase. This increase is primarily due to successful fundraising, investment income increases, and budget expansion. The Library has generated about \$542,000 income so far this year compared to expectations of \$540,768. Expenses have been about \$269,716 compared to \$273,993 expected, so we under spent about \$4000 in the first six months of the year. If the pattern holds through the rest of 2015, the Library would enjoy an end-of-year surplus of \$8000 to \$9000. Personal and staff items are running low because of staff hiring and timing, and equipment is running low probably due to the timing of bills. Travel budget is also low because most of the travel is planned later this year. The Finance Committee expects that we will need to replace a 20 year old air conditioning unit in the activities room, which was not anticipated. Mr. Sweet reported that the 2016 tax levy cap is going to be approximately 0.7% this year. A discussion followed concerning the library budget.

Director's Report:

Director Loomis' report was circulated prior to the meeting. Director Loomis reported that the library has seen an increase in our Facebook and Twitter followers. Our social

media has increased and become stronger thanks to the chamber and other followers re-tweeting and reposting causing us to reach a larger audience.

Committee Reports:

Authors' Circle:

Trustee Howard reported that the Steve Osborne Authors' Circle talk was very well attended and "he rocked the house". He stated that we are hoping to host Joseph Canon, and set up something special to acknowledge him during his visit. Trustee Howard said that he received a number of suggestions for children's authors to approach for future Authors' Circle events.

Committee on Trustees:

No report.

Building:

Discussed earlier.

Friends of the Library:

Trustee du Pont stated that we are working on the September 12th event, and the timing for the dinner will be at 5 p.m., which means that the library event will be at 2 p.m. The reason for this is the event will be outside and the sunset is 6:45p.m., and we want guests to arrive early enough to enjoy the daylight and the venue. A save the date will go out shortly and we will use a digital invitation. We are working on money to underwrite the cost of the dinner and then the ticket sales will go directly to the library. The ticket price will be \$195.

Memorial Day:

Director Loomis reported that we had a great Memorial Day, and that we raised \$15,482 and net income was \$6853.19. This year we may have had fewer children, so next year maybe we can encourage more children to attend. President Davidson added that the Tuxedo School was closed on Friday and maybe families took advantage and left for the weekend instead of staying in town causing fewer children to attend.

New Business:

Director Loomis read the following proposed board resolution:

WHEREAS, there has been presented to the Board of Trustees of the Tuxedo Park Library a petition signed by qualified voters of the Town of Tuxedo in number exceeding ten per centum (10%) of the total number of votes cast for Governor in the Town of Tuxedo at the last gubernatorial election, asking that the following question be placed upon the ballot and voted on at the next general election of the Town of Tuxedo:

SHALL THE ANNUAL CONTRIBUTION OF THE TOWN OF TUXEDO FOR THE OPERATING BUDGET OF THE TUXEDO PARK LIBRARY BE INCREASED BY NINE THOUSAND NINE HUNDRED THIRTY-SEVEN DOLLARS (\$9,937) TO THE SUM OF FIVE HUNDRED ELEVEN THOUSAND EIGHT HUNDRED SIXTY-EIGHT DOLLARS (\$511,868) ANNUALLY.

and

WHEREAS, the endorsement of the Board of Trustees of the Tuxedo Park Library is required before such question may be placed upon the ballot.

NOW, THEREFORE, BE IT RESOLVED, that this Board of Trustees hereby endorses the petition presented to it and directs that the following question be voted on at the next general election of the Town of Tuxedo:

SHALL THE ANNUAL CONTRIBUTION OF THE TOWN OF TUXEDO FOR THE OPERATING BUDGET OF THE TUXEDO PARK LIBRARY BE INCREASED BY NINE THOUSAND NINE HUNDRED THIRTY-SEVEN DOLLARS (\$9,937) TO THE SUM OF FIVE HUNDRED ELEVEN THOUSAND EIGHT HUNDRED SIXTY-EIGHT DOLLARS (\$511,868) ANNUALLY.

On a motion by President Davidson, seconded by Trustee Howard, the resolution was approved unanimously.

President Davidson made a resolution to cancel the August board meeting. This was seconded by Trustee Sweet and approved unanimously. President Davidson moved to change the September meeting to the 3rd Tuesday in September to fall after the planned dinner, and Trustee du Pont seconded and was approved unanimously.

President Davidson then started a discussion on the Gensler proposal for the architectural services for the lower floor renovation. A lengthy discussion followed concerning the cost and the question of whether it is appropriate to undertake this level of work with Gensler. President Davidson then made a motion to accept the Gensler proposal. Trustee Howard seconded this proposal and the resolution passed 8 in favor, and 1 opposed.

The meeting was adjourned at 9:25 PM.

Respectfully submitted,
Heather Bullard Secretary