

**TUXEDO PARK LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
October 11, 2016
APPROVED**

President Davidson called the meeting to order at 7:50 PM.

Present: Trustees Bullard, Davidson, du Pont, Fennell, Howard, Sweet, Director Loomis

Absent: Trustees Frazer, Takeuchi, Assistant Director Brady

Public Comments: None

Minutes: On a motion by Trustee Sweet, and seconded by Trustee du Pont, the September 13th Board of Trustees meeting minutes were unanimously approved as submitted.

Treasurer's Report: Trustee Sweet reported that there have been no significant changes to the forecast for the year and he believes that operations should be over budget by \$8,600 at year-end because of repairs and maintenance. He went on to report that the library will use the building and maintenance reserve to cover these expenses, and why the need for renovation, and the lower level renovation fundraising effort is so important. A discussion followed about the building and maintenance reserve.

Director's Report: Ms. Loomis' report was circulated prior to the meeting. She reported that she contacted the board of elections today and asked that they send the library a poster of the ballot to display at the front desk so that patrons can have a visual and know they have to flip it over to see where to vote for the library. Director Loomis then went on to say that she contacted the Woodlands director and asked if we can put flyers/information in the public rooms and they agreed. She went on to tell the board that the library will be telling patrons about Amazon Smile, smile.amazon.com, and how to use it to support the library. Director Loomis reported on patron comments for the month and she said that the library had on NBC Sports on the TV's throughout the summer Olympics and many patrons said they appreciated it being on. One patron commented on the high cost of copies and suggested offering a senior discount. She also mentioned that *Rosetta Stone* will be available on the library's website.

Committee Reports:

Authors' Circle: Trustee Howard reported that the Annual Dinner with James Kaplan a huge success. We have Victoria Wilson coming on November 13th at 3p.m to discuss her book on Barbara Stanwick, *A Life of Barbara Stanwyck: Steel-True 1907-1940*.

Committee on Trustees: none

Building: Director Loomis reported that she is getting estimates for a cement slab to be poured under the new bench. Shrubs have been donated by S & B Total Home Care to cover the new AC unit in the front of the building.

Friends: Trustee Bullard reported that the annual event was a huge success and the final tally of funds raised will be accounted for hopefully by the next meeting.

Trustee du Pont noted that the Dinner Committee was very successful in raising money from the dinner sponsors, ticket sales and pledges received at the dinner. To further the effort, she and Friends Chair Amra Sabic-El-Rayess will come up with a plan to leverage the good will and energy with a follow-up mailing, to be determined, and that it would be coordinated with the annual appeal.

Trustee Bullard mentioned that she discussed with Amra about the Friends group start advocating for the library by possibly sending a letter to the local papers, and sending out an email or posting on Facebook to vote for the library budget on the ballot, and to tell them it will be on the back of the ballot.

Marketing: No Report.

New Business:

President Davidson reported that there is an Executive Order,-Fair Labor and Standards Act Rule Change, which has created new standards to determine overtime eligibility. A lengthy discussion followed.

On a motion by President Davidson, seconded by Trustee Fennell, and approved unanimously, the meeting was adjourned at 915 PM.

Respectfully submitted,
Heather Bullard, Secretary