

**TUXEDO PARK LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
March 18, 2014**

Vice President Davidson called the meeting to order at 7:33 PM.

Present: Trustees Bullard, Davidson, DeSimone, Fennell, Frazer, Gladding, Sweet, Takeuchi, Director Loomis, Assistant Director Brady

Absent: Trustees du Pont, Howard

Public Comments: None

Minutes: On a motion by Mr. Sweet and seconded by Ms. Fennell, the February 11 Board of Trustees meeting minutes were unanimously approved as amended.

Treasurer's Report: Mr. Sweet reported that we did receive the tax funds in mid-February and the funds temporarily borrowed from the Vanguard account have been returned to it. He anticipates that in the future we will receive tax funds by the 15th of each February. He also reported that the Finance Committee will meet on March 21 to begin work on the 2015 budget which should be distributed to Trustees prior to the April Trustees meeting. Mr. Sweet then described an issue identified at the Finance Committee meeting: one aspect of the current circulation policy appears to be causing patron satisfaction problems that are brought about by late return of Library materials by some people. The Trustees extensively discussed this situation and the need for responsible borrowing and timely return of Library materials. Mr. Sweet then made a motion that the Board give the Director discretion to change the circulation policy, including fines and exemptions, when and as she sees fit. Dr. DeSimone seconded the motion. The motion was approved by a vote of seven in favor, none opposed, and one abstention.

Director's Report: Ms. Loomis' report was circulated prior to the meeting. She mentioned that we have received many responses to the Teen Technology Survey. She also suggested that we plan to take teenage Library supporters to future NYLA advocacy days in Albany; several libraries did this recently and the response was gratifying. Ms. Loomis also said that she and Ms. Brady have just returned from a Public Library Association conference in Indianapolis and they will report on this in detail at the April meeting.

Presentation: Public Performance Rights. Ms. Loomis described the rights and limitations that are placed on us for public presentations of copyrighted materials like videos that we show at movie nights. Each movie studio decides which films will be put into a database or catalog. We pay \$130 a year for a license to show at the Library any of the films in that catalog. We are not permitted to advertise the showing of these films in media such as newspapers.

Committee Reports:

Authors' Circle: Dr. DeSimone reported that currently we have no authors confirmed for presentations.

Committee on Trustees: No report.

Building: Mr. Gladding reported that the exterior lighting problem has been fixed but we have not yet found the cause for intermittent water in the Book Sale Room.

Fundraising: Ms. Loomis reported that follow up letters will be mailed later in the week.

Marketing: Ms. Loomis reported that our recent “Love Your Library” promotion generated a number of additions to our email list. The Trustees also discussed potential improvements to our website and Ms. Loomis said that she obtained several suggestions at the recent PLA conference.

Friends: Ms. Brady reported that the Friends plan an April Fools Sale in the Book Sale Room at which customers can fill Tuxedo Park Library bags for \$5. She also mentioned that the Friends want to expand membership.

Memorial Day: Mr. Gladding reported that we will have a video game truck on site for three hours and will have separate time periods exclusively for teens and younger children. Also, the previous “Tuxedo Idol” contest will be expanded to become a “Tuxedo’s Got Talent” contest.

New Business: Ms. Loomis requested that the Board approve the 2013 Annual Report to the state. Several Trustees expressed dismay that the Board was being asked to approve the Report after the fact since the Report has already been submitted to RCLS which has in turn has already submitted it to Albany. Ms. Loomis explained that the timing for preparation and submission of the report is very tight, leaving almost no time for Trustees to review it and suggest changes before it must be submitted. Mr. Sweet then made a motion to approve the Annual Report. Ms. Frazer seconded the motion. The motion was approved by a vote of seven in favor, none opposed, and one abstention.

Old Business: None

On a motion by Mr. Davidson, seconded by Mr. Sweet, and approved unanimously, the meeting was adjourned at 8:50 PM.

Respectfully submitted,

Dan Gladding
Secretary