

**TUXEDO PARK LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
May 14, 2013**

President du Pont called the meeting to order at 7:38 PM.

Present: Trustees DeSimone, du Pont, Fennell, Frazer, Gladding, Sweet, Takeuchi, Director Loomis, Assistant Director Brady

Absent: Trustees Davidson and Howard

Public Comments: None

Minutes: On a motion by Mr. Sweet and seconded by Ms. Frazer, the April 9 Board of Trustees meeting minutes were approved as submitted.

Treasurer's Report: Mr. Sweet reported that our financial results are essentially on budget. Buildings & Grounds is significantly over budget but this is almost entirely due to the new security cameras which have been funded by part of the 2012 surplus as previously approved. Utility costs are below budget. We anticipate unusual expenses for plumbing and a replacement air conditioning compressor in May. Mr. Sweet then discussed the proposed new investment policy, saying that the Finance Committee is fairly close to completing a draft which will include provision for an Investment Committee that will likely be comprised of a few Trustees as well as a few qualified community members. Investment decisions must ultimately be approved by the Board of Trustees. Mr. Sweet also explained that an Association library like ours does not have the rigid limits on classes of investments that apply to other types of libraries in New York.

Director's Report: Ms. Loomis' report was circulated prior to the meeting. Regarding the annual appeal, she reported that our results are very close to last year's when we subtract two large unique contributions to the previous campaign. She also said that we have received a partial refund of the MTA tax and she expects a second refund later in 2013. Regarding the renovation project, she reported that we have received lots of positive feedback on the two rooms that have now been completed and our patrons are generally very happy with the results. She also mentioned that the company that is laying the carpet will replace the carpet in the Adult Reading Room at the completion of the project because the glue used in that room was unsatisfactory. Regarding community outreach, Ms. Loomis reported that Susan Babcock has agreed with the Tuxedo Recreation Department to provide a summer reading program to Tuxedo summer recreation participants; this program will be held in the multipurpose room at the elementary school. Finally, with regard to the Memorial Day Picnic, Ms. Loomis said that we still need more volunteers and asked for Trustees to participate in the event.

Committee Reports:

Authors' Circle: Dr. DeSimone reported that the Committee will meet soon to begin finalizing the schedule for author presentations during the second half of the year.

Committee on Trustees: In the absence of Mr. Davidson Ms. du Pont reported that he will soon distribute an online survey regarding the Director's performance.

Building Planning: Mr. Gladding discussed progress of the renovation. The current schedule will require the Library to be closed for approximately one week and that closing will include the Memorial Day weekend. He reported that the current projection for expenses still to be paid is almost exactly the same as the funds (cash on hand and grants that have been approved but are yet to be received) that we have available for the project. The Trustees discussed a proposal to change the color of the walls in the Children's Room and agreed to proceed with the change but to ask our designer to consider an alternative somewhat lighter color.

Building: Discussed previously.

Fundraising: Ms. du Pont said that the Committee is beginning the planning for the September fundraising dinner. Since the dinner is to be held at the Library we will need another venue for the author presentation that day. The High School auditorium, St. Mary's, and the Historic Society were mentioned as possible venues.

Friends: Ms. Brady reported that the Friends are considering a new website, the design of which was prepared by Ms. Loomis as part of one of her Master of Library Science program courses. The Friends will continue to financially support the summer reading program.

New Business: None

Old Business: Covered earlier in the meeting.

On a motion by Dr. DeSimone, seconded by Mr. Sweet, and approved unanimously, the meeting was adjourned at 8:39 PM.

Respectfully submitted,

Dan Gladding
Secretary