

Tuxedo Park Library
Minutes of the Board of Trustees Meeting

September 12, 2017

APPROVED

Meeting called to order at 7:36 p.m.

In attendance: Trustees Davidson, du Pont, Fennell, Sweet, Takeuchi, Director Loomis and Assistant Director Brady.

Absent: Trustees Howard and Bullard

Minutes: On a motion by Ms. Fennell, and seconded by Mrs. Takeuchi, the minutes were approved as distributed.

Treasurer's Report: Mr. Sweet reported expenses are tracking as expected and are currently at approximately 65% of budget year-to-date, and expect to be at 100% at year end.

Ms. Loomis is getting bids for insurance.

Our accountant has completed our financial statement, Mr. Sweet has not yet reviewed it.

The Library has a new bookkeeper: Helen Newman.

Director's Report:

Petitions for budget have been sent to the Town and have been approved.

Ms. Loomis followed up with the Commissioner of Elections and confirmed that they were received on a timely basis.

The Library is looking into the possibility of offering Fix-It Clinics and Repair Cafes as are offered in other libraries.

Committee Reports

Author's Circle:

Colson Whitehead will be presenting at on September 23rd at the Orange County Library event which will be held at Tuxedo High School. All Orange County Library Association member have been distributed tickets to the event.

Next Author's Circle Annual Dinner to be held on Saturday, November 4th. Guest of honor will be John Freeman Gill, author of The Gargoyle Hunters. There will be an author talk at 5:00 that day which will be open to the public. The dinner will be a ticketed event that evening.

Committee on Trustees:

Proposed amendments to the by-laws were discussed and will be presented at the next meeting for a vote.

Building:

No report.

Friends of the Library:

Members of the Friends of the Library are working on planning the dinner and updating the mailing lists.

Strategic Planning

The Library's new website is completed and active. Reviews have been very positive.

New Business

The NYS Construction Grant Budget Summary was discussed. Ms. Loomis presented the Vendor Summary and the budget for Phase 1, which is \$315,280. The Library is requesting a grant of \$157,640 which represents 50% of the total budget cost.

The following Resolution for Grant and RCLS Assurance was made by Mr. Sweet and seconded by Mrs. Takeuchi:

The grant application and accompanying documents for a public library construction grant to be administered in accordance with the requirement of Education Law §273-a (as Amended by Chapter 148 of the laws of 2014) and Commissioner's Regulations §90.12 was read and duly adopted, and the conditions outlined in the RCLS Assurance letter have been accepted by the Board of Trustees of the Tuxedo Park Library.

The resolution passed unanimously.

There was a discussion about changing the meeting date from Tuesday to Wednesday, and considerations for making a change. Mr. Davidson will check with all Trustees to understand their preference.

Old Business:

No old business was reported.

Motion to adjourn at 9:19 p.m. by Mr. Davidson, seconded by Ms. du Pont.

Respectfully submitted by Noreen Fennell.