

**Tuxedo Park Library  
Annual Meeting Minutes  
January 10, 2018  
Approved**

President Davidson called the Annual Meeting to order at 7:34 p.m.

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

Absent: Trustees Howard, Sweet, and Takeuchi

Public Comment: None

Trustee Fennell made a motion to reelect the following Trustees for another 3-year term:  
Davidson, du Pont and Howard

This motion was approved unanimously.

President Davidson proposed the same slate of officers to serve for the upcoming year:

President: Anthony Davidson

Vice President: Barbara du Pont

Treasurer: William Sweet

Secretary: Heather Bullard

Trustee Fennell seconded the nominations, and the motion was approved unanimously.

Trustee Davidson asked for further nominations for standing committees for the 2018 year and the board then discussed and made revisions to the membership.

Executive Committee: Trustees Bullard, Davidson, du Pont, Sweet

Finance Committee: Trustees Davidson, du Pont, and Sweet

Nominating Committee: Trustees Bullard, Davidson and Fennell

Building Committee: Trustees Bullard, and Davidson, and Director Loomis

New Business:

On a motion made by Trustee Fennell and seconded by Trustee du Pont and approved unanimously the meeting was adjourned at 8:06 .

Respectfully submitted, Heather Bullard Secretary

**TUXEDO PARK LIBRARY  
BOARD OF TRUSTEES MEETING MINUTES  
January 10, 2018  
Approved**

President Davidson called the meeting to order at 8:06 PM.

Present: Trustees du Pont, Bullard, Fennell, Director Loomis

Absent: Trustees Howard, Sweet, Takeuchi

Public Comments: None

Minutes: On a motion by Trustee du Pont and seconded by Trustee Davidson, the December 13<sup>th</sup> Board of Trustees meeting minutes were approved as submitted.

Treasurer's Report: President Davidson reported that at the preceding Finance Committee meeting it had been determined that the final 2017 year-end surplus was approximately \$9,000 and for our next meeting our bookkeeper will issue a final 2017 Statement of Activity to formalize this.

The Finance committee will make recommendations for allocating for the 2017 surplus. President Davidson went on to report that there is over \$300,000 in the 2 library bank accounts and only one of those is earning interest. He recommended that we place most of these funds into our federal money market fund in Vanguard Fund which is earning 1.2% interest.

Director's Report: Director Loomis' report was circulated prior to the meeting. Director Loomis reported that she will be attending a library meeting and the fine free initiative will be discussed. She will discuss the groups findings in the February meeting.

Committee Reports:

Authors' Circle: Director Loomis reported that Meryl Gordon will be presenting her book on Feb 4<sup>th</sup>, Bunny Mellon, Icon and Style Designer, with an Authors' Circle reception following the book talk.

Building: no report

Friends: Trustee du Pont reported that because of the tremendous generosity of our community and great fundraising efforts we have collected over \$100,000 in donations from the annual dinner, and the annual mailing has generated \$17,000 to date.

New Business:

President Davidson discussed the annual review of any conflict of interest and a reaffirmation. Trustee Bullard stated that she occasionally provides catering for the library and that Trustee Howard works for a publishing company that occasionally provides books that are sold at the library. President Davidson then made a motion that the Board agrees these situations shall not be considered a conflict of interest for Trustee Howard and Trustee Bullard, which passed unanimously.

Director Loomis suggested that we might want to push the meeting back to Feb 21, 2018 because of Valentines Day. It was decided to keep the board meeting on the 2<sup>nd</sup> Wednesday in February, Feb 14<sup>th</sup>.

Old Business:

Director Loomis discussed the employee handbook with the added NY State Paid Family Leave clause. President Davidson made a Motion to add New York State Paid Family Leave clause to Section XIII. Short-term Disability employee handbook

*All library employees are eligible for Paid Family Leave under the New York State Paid Family Leave Law. This program provides employees benefits for paid family leave with job protection. The Library will pay the full premium for Paid Family Leave coverage for each employee. The necessary forms are held with the Bookkeeper.*

The motion passed unanimously.

Director Loomis also reported that Caroline Sieke-Pape has accepted a position at the Valley Cottage Library and will be leaving the library staff. Director Loomis has started the search for someone to replace Caroline.

On a motion by Trustee Fennell, seconded by Trustee du Pont, and approved unanimously, the meeting was adjourned at 9:02 PM.

Respectfully submitted,  
Heather Bullard Secretary