

**TUXEDO PARK LIBRARY  
BOARD OF TRUSTEES MEETING MINUTES  
February 14, 2018  
Approved**

President Davidson called the meeting to order at 7:34 PM.

**Present:** Trustees Bullard, du Pont, Davidson, Fennell, Takeuchi, Director Loomis, Assistant Director Brady

**Absent:** Trustees Howard, Sweet

**Public Comments:** None

**Minutes:** On a motion by Trustee Fennell and seconded by Trustee du Pont, the January 9th Board of Trustees meeting minutes were approved as submitted.

**Treasurer's Report:** Director Loomis and President Davidson reported for the treasurer that once the town tax money arrives, the library will have over \$800,000 in cash in non-interest bearing accounts. President Davidson recommended that the board take several actions for better money management. First, he recommended placing the capital funds into a money market fund in Vanguard. The interest rate for this fund is about 1.2% and can be liquidated in several days. He also recommended possibly putting a portion of the operating funds into a 90 day CD. Director Loomis will discuss this option with Chase. Director Loomis went on to report that the library's Chase account is now fee-free.

Director Loomis reported that we have approximately \$8,832.73 left in our budget from last year, and she and Assistant Director Brady will discuss how to spend the extra funds and will bring ideas to the next meeting. She said that we do have several unusual expenses already this year including a QuickBooks consultant and the Media Café window replacement. President Davidson commented that in the past, ½ of any extra funds went back into Building and Maintenance capital fund and ½ to be spent on patron services. Director Loomis also reported the Harriman Grant arrived and went directly into the Building and Maintenance capital fund.

**Directors Report:** Director Loomis reported that via the NY State Construction grant, the library was recently awarded \$5,491 more for our renovation project, which is 37% of the total \$315,280 project which will start in November. She went on to report that the Passport Day, Sunday January 28th was a huge success. The Library worked in cooperation with our local Post office to offer passports. 55 people attended and 18 new passports were processed, 22 renewed and 41 photographs were taken. Director Loomis went on to report that she attended a presentation on a No Fines Project. After the presentation 11 libraries in RCLS agreed to begin a fines free trial including Warwick and Sloatsburg in their children's and YA programs. A discussion on the fines free programs and how it would affect our library followed.

**Committee on Trustees:**

**Authors' Circle:** In the absence of Mr. Howard, Ms. du Pont reported that the Authors' Circle event on Feb 4<sup>th</sup>, was a huge success and very well attended. Meryl Gordon and Katie Rosman

were wonderful and a great cocktail party was held at Inger Grueterich's home for Authors' Circle members.

**Committee on Trustee:** President Davidson reported that we are currently interviewing a prospective trustee, and that we are still searching for a total of 3 new trustees to join the Library board.

**Building:** Director Loomis reported that the media café window is ordered and should be installed shortly.

**Marketing:** No report.

**Friends:** Trustee du Pont reported that Friends' President Sabic-El-Rayess and Director Loomis and she will be sending out another letter for the annual giving.

**Strategic Planning:** President Davidson reported that it is time again to revisit the last plan. Trustee du Pont suggested that we should take out our last plan and review it at an upcoming board meeting.

**New Business:** President Davidson made a motion to open a Payroll Account with JP Morgan Chase Bank. Trustee Bullard seconded the motion and the motion was passed unanimously.

President Davidson made a motion to pass the Tax Cap override Resolution.

*Whereas, the adoption of the 2019 budget for the Tuxedo Park Library may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and*

*Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it*

*Resolved, that the Board of Trustees of the Tuxedo Park Library voted and approved to exceed the tax levy limit for 2019 by at least the sixty percent of the board of trustees as required by state law on February 14, 2018. This motion was seconded by Trustee Takeuchi and passed unanimously.*

Trustee Fennell suggested that the trustees might want to form an advisory council with special skill sets such as legal, human resources, and public relations, to help the library when we need their specific skills. A discussion followed.

The meeting was adjourned at 8:57 PM.

Respectfully submitted,  
Heather Bullard Secretary