

**Tuxedo Park Library
Board of Trustees Meeting Minutes
April 10th, 2019**

Approved

President Davidson called the meeting to order at 7:36 p.m.

Present: Trustees Bullard, Davidson, du Pont, Howard, Takeuchi, Director Loomis and Assistant Director Brady

Absent: Trustees Barnett, Fennell, Heffernan

Public comment: None

Minutes: Due to a lack of a quorum in the April meeting, the March minutes were reviewed but not approved, and will be reviewed again in May for approval.

Treasurer's Report:

President Davidson reported for the treasurer, and reported that the library's finances are on track for the year. The town tax check has been deposited and we are holding money in the bank to pay for the continued work on the lower level renovation.

Director's Report:

Director Loomis' report was circulated prior to the meeting. The Director reported first on the lower level renovation which is still on schedule to be finished mid- May. The new flooring has been installed, and the program room cabinets have been installed and painted. The glass walls have been fully installed. The new security cameras went in which will allow staff to view the program room and learning lab from other areas in the library.

The used book nook has been installed in the Media Cafe, and will sell well weeded library materials. She went on to report the NYS Public Library Construction Aid Program has been cut by \$20 million dollars bringing the total funding to \$14 million. A discussion followed concerning the town of Tuxedo Local Development Cooperation Hamlet Revitalization Grant and Loan Fund and the application process and how the library will apply.

Authors' Circle

Trustee Howard reported that the March 10th event with author, Marc Dery was a huge success, and we are looking forward to the next event on May 5th with Helen Ellis' book, *The Southern Lady Code*. Trustee Howard mentioned that Helen Ellis will be having a large publicity tour which includes a talk on NPR as well as many other venues. There are several other authors that Trustee Howard is working with to have them join us for an upcoming Authors' Circle event.

Building and Grounds:

Director Loomis reported that she will be having the roof assessed because there are several shingles that are in need of repair, and needs to be maintained, and she is also getting estimates for the window cleaning to be done before Memorial Day.

Friends:

Director Loomis reported that the Friends are planning to make their quarterly transfer shortly.

Memorial Day:

Assistant Director Brady reported that the Memorial Day committee would be meeting on May 11th and that she was hoping to receive ads for the journal but so far ads were selling slowly. They are also still looking for volunteers for the day. The prizes have donated and the board will donate the AirPods as one of the prizes to be drawn the day off the picnic.

New Business:

Director Loomis reported that as part of our yearly budget, there is a motion to designate \$15,000 transfer from fundraising to operating the libraries accounts for use throughout the year.

Trustee Davidson made a motion to transfer \$15,000 from Fundraising to Operating. Trustee Howard seconded the motion. The motion passed unanimously.

Director Loomis went on the report that the search for a new Assistant director had started and she had interviewed several new prospects. The whole board expressed their thanks to Assistant Director Brady for her 30 years of work at the library, and their sadness that she will be leaving us, and wished her luck in her next adventure. President Davidson added that he recommends that the new Assistant Director have 6 weeks training with Assistant Director Brady in order for the transition to go smoothly.

Trustee Howard made a motion to adjourn. The motion was seconded by Trustee du Pont and passed unanimously. The meeting was adjourned at 8:23p.m.

Respectfully submitted,
Heather Bullard, Secretary