

TUXEDO PARK LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
September 11, 2019
APPROVED

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

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

Absent: Trustees Barnett, and Takeuchi

Public Comments: None

Minutes: On a motion by Trustee du Pont and seconded by Trustee Fennell, the July 10th Board of Trustees meeting minutes were unanimously approved as submitted.

Treasurer's Report: President Davidson reported for Trustee Barnett. The forecast shows an expected shortfall this year because of the overlap of salaries between Assistant Directors for training. There are several other categories of expenses that have increased slightly like electricity and others slightly lower. Director Loomis also added that after the library accountant finishes the yearly books, we may have a surplus from the previous year, which my help offset this year's overages.

Director's Report:

Director Loomis' extensive report was circulated prior to the meeting. Director Loomis said that she spoke with Commissioner Green from the Orange County Board of Elections and confirmed the library proposition will be on the back of the November ballot. She went on to report that a hedge was run over in front of the library and S and B gave the library an estimate to repair and replace the hedge was \$1624 and the insurance has already issued a check to fix the hedge. A discussion continued on the safety of entering and exiting the library drive.

The director visited State Assemblyman Brabenec's office and thanked him for supporting the NYS Construction Grant program. They had a good discussion on NY libraries, and she invited him to visit the library after the lower level renovation is completed. She went on to say that we are part of the Great Give Back Day which is October 13th, and we will be giving back to the Warwick Valley Humane Society.

Committee Reports:

Authors' Circle: Trustee Howard reported that Katherine Quie, PhD, LP will be at the library on October 20th with a reception to follow at the Sink's home. In her new book *Raising Will*, she chronicles the ups and downs of raising a son with ADHD, while sharing the unique perspective of her work as a pediatric neuropsychologist. On November 24th, we will host Ben Dreyer, *Dreyer's English* with a reception following at the Howard's house.

Committee on Trustees: No report.

Building: No report.

Friends:

Trustee du Pont reported that the Annual Authors Circle Dinner will be on Sept 28th at Boulder Point which is the home of the Haidar family. Amy Hempel is the guest author with her new book, *Sing to it*. Invitations are going out tomorrow. There are already 30 guests signed up and we hope to have a full house.

New Business:

-Resolution for Grant and RCLS Assurance:

The grant application and accompanying documents for a public library construction grant to be administered in accordance with the requirements 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.

On a motion by President Davidson and seconded by Trustee Bullard, the resolution was passed unanimously.

-Motion to replace the sexual harassment policy dated December 9, 2014 with the harassment policy dated September 11, 2019. On a motion by President Davidson and seconded by Trustee Heffernan, the motion was passed unanimously.

-Motion to authorize and direct Director Loomis to open a checking account with JPMorgan Chase Bank and to deposit fundraising funds therein. The following individuals shall have authority to endorse and make deposits, sign checks, withdraw funds and otherwise operate the account on behalf of the organization: Anthony Davidson, Board President; Barbara du Pont, Board Vice President; Diane Loomis, Library Director; Cathy Sandak, Assistant Director. On a motion by President Davidson and seconded by Trustee Howard, the motion was passed unanimously.

President Davidson reported that we are done with the first stage of the lower lever construction with several small items that need to be address. Now we are onto the second stage of the project.

President Davidson went on to say that the board should start talking with community members to get their input on the future of the library. The strategic planning process needs to start in the upcoming year. A discussion continued on the libraries place in the town and community.

Old Business: None

On a motion by Trustee Howard, seconded by Trustee Bullard, and approved unanimously. The meeting was adjourned at 8:40 PM.

Respectfully submitted,
Heather Bullard Secretary