

Tuxedo Park Library
Minutes of the Board of Trustees Meeting
February 12, 2020

APPROVED

Meeting called to order at 7:40 p.m.

In attendance: Trustees Barnett, Davidson, du Pont, Fennell, Heffernan and Howard, Director Loomis and Assistant Director Sandak.

Absent: Trustees Bullard and Takeuchi

Minutes: On a motion by Ms. du Pont and seconded by Mr. Barnett, the minutes were approved as distributed.

Treasurer's Report: Mr. Barnett reported that expenses are tracking as expected. Revenues from the Town of Tuxedo were received on February 11th but are not reflected in the January financials. Mr. Davidson said we will continue to track revenues and expenses related to projects.

Director's Report:

Ms. Loomis reported that work on the lower level is progressing and glass will be fully installed as of Monday.

The Youth Services Director has submitted her resignation and Ms. Loomis is beginning a search for her replacement.

There was an excellent response to the Library's offer to provide service to all members of the community who lost power and internet in recent power outages.

Committee Reports

Authors' Circle:

No report.

Committee on Trustees:

No report.

Building:

Ms. Loomis reported that two estimates have been received for roof repairs. She is currently looking for a resource to provide recommendations on maximizing HVAC efficiency.

Friends of the Library:

Ms. du Pont reported that the Annual Campaign receipts to date is approximately \$19,000. A second mailing would be going out.

Strategic Planning:

Initial meeting to be scheduled.

Memorial Day Committee:

First meeting of the committee will be February 22nd at 8:30 am. Claudia Bakhtiary will chair the committee.

New Business

Circulation statistics were reviewed. Assistant Director Sandak discussed how she uses this data to help shape purchasing decisions for the collection. Tuxedo Park Library's digital content statistics have risen at a much higher rate than OverDrive's national average.

Old Business:

No old business was reported.

Next meeting will be Wednesday, March 11th at 7:30 pm.

Motion to adjourn at 8:32 p.m. by Ms. du Pont, seconded by Mr. Barnett.

Respectfully submitted by Noreen Fennell.