

Tuxedo Park Library
Minutes of the Board of Trustees Meeting
March 11, 2020

APPROVED

Meeting called to order at 7:35 pm

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

Absent: Trustee Bullard

Minutes: On motion by Mr. Davidson and seconded by Ms. du Pont, the minutes of the February 12th, 2020 meeting were approved as amended.

Treasurer's Report: Mr. Barnett advised that year to date expenses were as expected. Additional effort will not be put into internal balance sheet reporting. Ms. du Pont presented a report showing the overall financial flows relating to the lower level project.

Director's Report: Presented in writing. Ms Loomis commented further on the popularity of the Library's program, made in collaboration with the post office, to accept and process passport applications and renewals.

Committee Reports:

Author's Circle: The upcoming event with Lili Anolik for March 15 has been cancelled at the author's request. Planning for future AC events is on hold pending a more certain environment.

Building:

A recent roof leak has been addressed with a low cost (\$800) repair. If this turns out not to be successful, then a more extensive (and expensive) repair will be needed.

Friends of the Library:

A second fundraiser mailing is planned for next week

Strategic Planning:

Members of the committee to address the required strategic plan will include Trustee Howard, patrons Elyse Fuller and Sue Scher, Councilperson Maria May and Trustee Davidson and Director Loomis in the ex officio capacities. Grace Rosario or RCLS will meet with the committee to give it an initial direction. That meeting date is to be determined.

New Business:

Following discussion, on motion by Trustee Howard, seconded by Trustee Barnett, the Trustees approved the 2019 Annual Report to the State.

Following discussion, on motion by Trustee Davidson, seconded by Trustee du Pont, the Trustees approved the proposed Disease Outbreak Preparedness Plan and advised Director Loomis that it should be included in the policies section of the Library's website.

There being no further business to address, Trustee Davidson adjourned the meeting at 8:45pm

The next regularly scheduled meeting will be Wednesday, April 8 at 7:30pm.

Submitted by Trustee Davidson