

**TUXEDO PARK LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
April 15, 2020
APPROVED**

President Davidson called the meeting to order at 7:42 PM via BlueJeans.com internet meeting via computer because of COVID -19 and government On Pause until April 29th.

Present: Trustees Bullard, Davidson, du Pont, Fennell, Heffernan, Howard and Takeuchi, Director Loomis and Assistant Director Sandak. Public member Anita Baumann, President of the board of Trustees from RCLS.

Absent: Trustee Barnett

Public Comments: Public member Anita Baumann from RCLS introduced herself and went on to congratulate Tuxedo Park Library on the website and how we are dealing with the library during Covid-19. President Davidson commented that we would look to RCLS to help reopening the library safely and in a timely manner.

Minutes: On a motion by Trustee Howard, and seconded by Trustee du Pont the March 18, 2020 Board of Trustees meeting minutes were unanimously approved as submitted.

Treasurer's Report: President Davidson reported that treasurer Barnett was not able to attend because of a conflict with the town board due to a change in our meeting date. President Davidson reported for the treasurer stating there was a finance meeting earlier in the day. There has not been many changes to report other than our long term reserve funds have taken a little hit with the stock market but we are not looking to access them quickly and we are hopeful the market will rally once the country becomes healthy. There haven't been any unexpected expenses. The one financial item that everyone should be aware of is that Memorial Day will not happen as it has in the past due to Covid-19. President Davidson mentioned we might want to think of another way to bring the community together to take the place of this year's cancelled picnic.

Director's Report: Director Loomis' report was circulated prior to the meeting. Assistant Director Sandak has been ordering extra E-Content and that the library has been promoting it heavily on its website, social media, and in emails. The library did see a nice increase in E-Books checked out this past month, and patrons are taking advantage of Libby and free content.

President Davidson put forth a discussion concerning the Governor's decision of libraries closures, and did the board agree to follow the time frame laid out by the NY state On Pause guidelines. The board agreed to follow these guidelines.

Committee Reports:

Authors' Circle: Trustee Howard reported that the Authors circle might consider doing events online as other libraries are doing. He went on to say that he would reach out to see if Lili Anolic and Katie Rosman are available.

Memorial Day: Discussed earlier

Strategic Planning: No report

Building: No report

Friends: Trustee du Pont reported that there would be an \$8000 quarterly transfer this week into the library's funds. She also reported that the dinner in September would be postponed due to covid-19.

New Business:

President Davidson reported that the federal government has launched several programs in response to the Corona virus to support the economy and workers in the economy. The 2 most prominent programs are the PPP, and the Employee Retention Credit Program, which we have researched very carefully. He went on to recommend applying for the ERC, and the library's accountant also recommended it. This program might give us a \$50,000 credit, which would go a long way to help plug some gaps the library may experience throughout the year. A discussion followed. President Davidson made the resolution to apply for the ERC, and trustee Fennell seconded, and the resolution was approved unanimously.

On a motion by President Davidson, seconded by Trustee du Pont, and approved unanimously, the meeting was adjourned at 8:24 PM.

Respectfully submitted,
Heather Bullard Secretary