

TUXEDO PARK LIBRARY  
BOARD OF TRUSTEES MEETING MINUTES May 13, 2020  
Approved

President Davidson called the meeting to order at 7:35 PM, via BlueJeans.com internet meeting via computer due to the COVID -19 and “NY On Pause” order.

Present: Trustees Barnett, Bullard, Davidson, du Pont, Heffernan, Howard and Takeuchi, Director Loomis and Assistant Director Sandak

Absent: Trustee Fennell

Public Comments: None

Minutes: On a motion by Trustee Barnett and seconded by Trustee Heffernan, the April 15th Board of Trustees meeting minutes were unanimously approved as submitted.

Treasurer’s Report: Trustee Barnett reported no major changes in the financial reports since April. He reported that the endowment was down about 7% as the year to date. At year-end, the library had 52 % equities and 47% fixed income, and now we are exactly flipped to 47% equities and 52% fixed income. The finance committee approved to take \$8000 to reinvest and rebalance the endowment by reinvesting it \$2000 at a time, every 2 weeks. By the end of June, the endowment should be back to 52% equities and 47% fixed income.

President Davidson added that the investment committee would meet and discuss the targets are appropriate and to redefine the libraries objectives.

President Davidson went on to report that there have been no unexpected issues to the library’s current financial status.

Director’s Report:

Director Loomis’ report was circulated prior to the meeting. She reported that the library has had a big jump in econtent, and eperiodical circulation. It seems that patrons are using Libby more to checkout materials during the COVID pandemic. The librarians are very busy with work and developing new ways to connect with our community. Ginny and Kara are busy connecting with our patrons virtually through programming. Brook has been making calls to patrons, and reminding them about our virtual services. Kara has been doing crafts and story time with children.

Director Loomis has been working on an amended code of conduct for patrons when the library reopens to include the governor’s order for wearing a mask and social distancing.

Committee Reports:

Authors’ Circle:

Trustee Howard reported that Lili Anolic and Katie Rosman are interested in an online Author's Circle event possibly through Zoom or Blue Jeans. They are working on a date to schedule this event in June.

Committee on Trustees: No report.

Building: No report

Marketing: No report.

Friends: Trustee duPont reported that there would be no annual fundraising dinner this year, and no follow up on fundraising due to COVID-19.

Memorial Day: The community picnic has been cancelled due to COVID -19, but the town will be having a small service that will be able to be attended virtually.

New Business:

President Davidson introduced Kara Gemian and welcomed her to the library, as a new Youth librarian. Kara reported that she started her new position during quarantine and has been working from home. She went on to tell us about her virtual activities, with crafts and book clubs.

Budget: President Davidson reported that we are going to freeze the current budget for next year.

On a motion by President Davidson, seconded by Trustee Howard, and approved unanimously, the meeting was adjourned at 8:15 PM.

Respectfully submitted,  
Heather Bullard Secretary