

Tuxedo Park Library
Board of Trustees Meeting Minutes Nov. 18th, 2020
APPROVED

President Davidson called the meeting to order at 7:31p.m.

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

Absent: Fennell

Minutes: On a motion by President Davidson and seconded by Trustee Howard, the October 14th Board of Trustees meeting minutes were unanimously approved as submitted.

Treasurer's Report: President Davidson and Trustee Barnett reported on the Treasurer's report. The latest year-end forecast shows there are no changes in the budget, and we hope to will receive the 1st portion of the ERC payment before the end of the year. Trustee Barnett reported that the library is making satisfactory gains in the investment Vanguard funds.

Directors Report: Director Loomis' report was circulated prior to the meeting. She went on to discuss the Cares act. RCLS was allocated \$59,566 from the DLD for PPE relief. RCLS will use \$10,958 of that allocation to cover their PPE purchases, Zoom, and legal fees incurred to help advise member libraries during the pandemic. Our library will be awarded \$240 towards the PPE supplies which we are grateful. She went on to discuss the traffic survey which shows the number of patrons has reduced greatly due to COVID, as is the case in all libraries in the RCLS network. The discussion continued regarding evening hours as well as Sunday hours and patron in-library visitation.

Committee Reports:

Authors' Circle: Trustee Howard reported that the Authors' Circle event presenting Scott Anderson's book, *The Quiet Americans*, was a huge success via Zoom and everyone thoroughly enjoyed the presentation and discussion. Trustee Howard and du Pont will work on future Authors' circle presentations for 2021.

Building and Grounds: Director Loomis reported that there was roof damage during the last storm where the roof's rubber membrane was damaged and caused water damage in the ceiling on the 2nd floor. Director Loomis is working with several contractors for estimates for the repair and the insurance company has been made aware of the issue.

Friends: President Davidson reported that the Friends of the Library Annual dinner went extremely well and we sold more books than ever before. He went on to say that we were so thrilled to have Amra Sabic-El-Rayess as our guest author, presenting her award winning book, *The Cat I Never Named*. The whole evening was a huge success, including the interview and discussion led by NY Times features reporter, Katherine Rosman, the introduction with Barbara du Pont, and the dinner meal which was picked up and eaten in patrons' homes made by Tuxedo Park Events/Heather Bullard. The evening netted \$13,457 for the Friends of the Library.

Marketing: None

Strategic Planning:

Director Loomis reported that we have a community planning meeting scheduled for next week. There are 5 Tuxedo residents that are on this committee, and she and Grace Riario have created a 5 step plan on how to move through the strategic planning process.

On the motion of President Davidson, seconded by Trustee Takeuchi, and approved unanimously, the meeting was adjourned at 8:13 p.m.

Respectfully submitted, Heather Bullard, Secretary