

## Tuxedo Park Library Minutes

October 11<sup>th</sup>, 2023

Approved

Present: Trustees Bakhtiary, Davidson, Fennell, Howard, Director Loomis, and Assistant Director Sandak

Remote: Tris Gates-Bonarius, 21 Lookout Road, Tuxedo Park, NY 10987

Absent: Trustee Bullard

**Minutes:** On a motion made by President Davidson and seconded by Trustee Howard the September 13<sup>th</sup>, 2023 minutes were unanimously approved as submitted.

Public Comments: None

**Finance:** President Davidson reported for the treasurer. He stated that the library is forecast to be on budget for the year. The one unknown is what the eventual amount will be from the annual fund drive, currently forecast to be \$10,000. Our cash assets on hand seem fully adequate to carry us through next year until annual funding from the town arrives.

Director Loomis reported that our State Senator Skoufis announced that he had secured funding of \$140,000 for the libraries in his district. Tuxedo Park is to receive \$7500 of those funds in 2024. President Davidson will draft a thank you letter from the Library and the board for our approval.

Our \$25,000 certificate of deposit with Goldman Sachs has matured and it does not automatically roll over. Director Loomis purchased a new CD at that amount with Chase at an improved rate of interest.

**Director's Report:** Director Loomis's report was circulated prior to the meeting. The Library will now officially serve as an emergency location during any lockdown for Tuxedo UFSD students. The district is providing us with a Certificate of Liability Insurance from their insurance company.

There will be a solar eclipse on Saturday, October 14<sup>th</sup>, starting at 12:08 PM. The library has been handing out free eclipse glasses and on that day we will be providing eclipse-themed snacks, including Moon Pies and Sun Chips. Weather permitting . . . .

A patron questioned whether the opening of the Library for a movie and recreational activities after the annual Tree Lighting Ceremony might not constitute a religious-themed activity not in keeping with our secular mission. Director Loomis discussed the matter with her and she was reassured on this point.

In lieu of flowers we will be making a contribution to the Ramapo-Bergen Animal Refuge in honor of Heather Bullard's father, Philip Bullard.

### **Building and Grounds:**

\*Our sewage ejection system has been repaired at a cost of \$2,966.10.

\*Unfortunately S&B, which has been bought by Curdi Landscaping, will no longer provide free landscaping for us. They will provide us with an estimate for the work going forward, including snow removal. We will also be asking Billco Landscaping for a quote. Trustee Howard also suggested that we contact Sorice and Sons Landscaping in Sloatsburg.

\*The landscapers trimmed the hedge on the north side of the building, but a patron pointed out that it still too high to provide a clear sight line to traffic moving north on Route 17. Director Loomis has asked Bill Fairclough for a quote to further trim the hedge.

\*Our security company gave our security system a passing grade. The one issue is that the alarm panel seems a bit faulty. They are working to fix this issue. The security report must be submitted to the town.

\*A new picnic table is now outside above the parking lot for patrons to use if inclined.

**Authors' Circle:** The next event will feature Tuxedo Park resident Dale Jenkins in conversation with Trustee Howard concerning his book *Diplomats and Admirals*, about the events leading up to the war with Japan. There will be a reception afterward at the Tuxedo Club to which all attendees are welcome.

**Friends:** Trustee Howard will be writing a draft of the annual solicitation letter in the next week with the aim of getting those letters into the mail in early November. We will further discuss the hiring of an outside firm to handle the mailing of the letter, as the Fire Department does. Our mailing list is probably out of date.

## **NEW BUSINESS**

Director Loomis reported that for inexplicable reasons Bank of America reduced the credit limit on the credit card that she and other library employees use to purchase supplies to a mere \$1500. No clear explanation has been forthcoming. The Board has approved a unanimous motion to cancel the Bank of America card and open a Chase Business Credit Account with adequate credit limits for her and other qualified users. Such an account would be fee-free and have the added benefit of a cash-back feature.

The Board unanimous approved a motion to accept the Ramapo Catskills Library System 2024 Budget, as presented. President Davidson noted that the budget includes a healthy amount of interest income from placing funds in CDs in a so-called "laddered" fashion, a technique we should explore with our own funding.

We have also been asked to approve a change in the software provider for the Integrated Library System, which is the system all library employees use internally. The current system provided by SirsiDynix has been deemed to be unwieldy and difficult to use, and RCLS wants to migrate to a new system offered by ByWater Solutions. The increase in annual costs will be negligible, although the initial costs of migration will be in the hundreds of thousands of dollars, to be paid from an existing ILS Capital Fund. The benefits for the library workers all across the RCLS are felt to outweigh the expense. The board unanimously approved the resolution in favor of the switch.

*WHEREAS Tuxedo Park Library (the "Library") and Ramapo Catskill Library System ("RCLS") are party to an Agreement for Integrated Library System Participation (the "ILS Agreement") with a five-year term beginning January 1, 2023; and*

*WHEREAS The Directors' Association (DA) voted to change the current ILS vendor, SirsiDynix, to the new ILS vendor, ByWater Solutions, with the affirmative consent of a majority of member library directors; therefore*

*BE IT RESOLVED that the Library hereby AGREES with DA and votes IN FAVOR of switching Integrated Library System providers from SirsiDynix to ByWater Solutions.*

We discussed the need for maintenance, repair and beautification of the outside of the Library and of the grounds. Jeff Gunderman has submitted a proposal for the necessary work, including repainting, repointing of bricks, cleaning of roof shingles, and repair of the sidewalks and the handicap ramp. The estimated cost of the whole project would be \$95,450. Director Loomis is in discussion with Michele Lindsay in regard to our application for matching funds from the local LDC for Hamlet Beautification. She was advised to explore the availability of state funds for the repair of the handicap ramp. This project will be one of the key points in our annual requests for contributions.

The meeting adjourned at 8:55 PM.

Respectfully submitted,

Gerald Howard

