

Tuxedo Park Library

Meeting Minutes

Approved

October 15, 2025

The meeting was called to order at 7:35 p.m.

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

Absent: Trustees Poggioli and Bullard

Remote: Trustee Gates-Bonaris (21 Lookout Road, Tuxedo Park, NY 10987)

Public comment: None

Minutes: President Davidson moved to accept the minutes of July 23, 2025 as presented, Trustee Howard seconded, and they were approved unanimously.

Treasurer's Report: President Davidson reported that the financials are on track for the year. The income from interest is up thanks to our CD investments, but utilities costs – including phone, cable and electricity – have also risen. Our cash on hand position is fine, but we will need to replenish our reserve, which has been depleted in order to pay for our share of the beautification of the building and the grounds. There is still an amount of money in the Friends of the Library's account to be transferred to the Library, and we need to get a draft of the annual appeal letter ready to have the mailing out in time this year.

Director's Report: Director Loomis reported that Youth Services Coordinator Kara Gemian has submitted her letter of resignation, for a new position closer to her home in New Jersey. She has left the collections and programming in excellent shape. The Library had a table at the Tuxedo Fall Festival, with a craft and prize wheel for kids and a raffle and informational handouts for adults. Director Loomis reported on her own continuing education in human resources in her Advanced Certificate in Public Library Administration program.

Director Loomis focused our attention on the need for the Trustees to finish their mandated hours for trustee education and offered specific suggestions for opportunities.

Building and Grounds: The Director reported that the pendant fixtures on the main floor were converted from fluorescent to LED, with much improved lighting as a result. Doyle Security had to replace the back-up battery on our hold-up system. There was a discussion about the need to change the telephone line for our fire system from a land line to a more reliable cell phone system.

Authors' Circle: Trustee Howard reported that “listening party” event with James Kaplan and his book THREE SHADES OF BLUE on September 26th was a great success, with excellent attendance and 20 books sold. On November, writer David Denby, will be in conversation with Katie Rosman and Trustee Howard about his book EMINENT JEWS on November 16th. Trustee Howard will explore with Katy Rosman an event in early 2026 for his own book THE INSIDER.

Town: There was discussion about the Town’s Revitalization plan to add municipal parking downtown, focusing in particular on the matter of just how the Library should communicate with the town about its own possible financial contribution to the purchase or lease or sharing of maintenance costs of the parking area belonging to the adjacent building. The discussion was lively and somewhat divided. Trustee Davidson will present a new draft of his letter to the town on this matter to the Board for approval.

New Business:

Letter of Support for the Town’s Purchase of the Store Road Property: The board reviewed the draft of a letter of support for the Town's proposed purchase of the Store Road property. Board members proposed some changes to the language in the draft. The document will be revised by President Davidson.

President Davidson put forward the following motion:

To send a letter of support for the Town’s purchase of the Store Road Property.

The motion was seconded by Trustee Fennell and unanimously approved.

Letters of Support for Town of Tuxedo Grants: The board discussed sending letters of support for the Town of Tuxedo’s applications for a New York Forward Grant and a T-Mobile Grant for downtown beautification.

President Davidson put forward the following motion:

To send letters of support for the Town of Tuxedo’s New York Forward Grant and T-Mobile Grant applications.

The motion was seconded by Trustee Fennell and unanimously approved.

Proposed Security Camera Surveillance Policy: The proposed Security Camera Surveillance Camera Policy was presented and discussed. The policy addresses video surveillance that occurs on the Library’s property. Board members proposed some changes to the language in the document. The document will be revised and presented at the November meeting.

Proposed Employment Background Check Policy: The Proposed Employment Background Check Policy was presented and discussed.

President Davidson put forward the motion.

To approved the Employment Background Check Policy, as presented.

The motion was seconded by Trustee Fennell and unanimously approved.

RCLS 2026 Budget: The RCLS 2026 Budget was presented, which includes a modest reduction in fees for the Library.

President Davidson put forward the following motion:

The Board of Trustees of the Tuxedo Park Library approves a resolution to accept the Ramapo Catskills Library System 2026 Budget, as presented.

The motion was seconded by Trustee Howard and unanimously approved.

President Davidson moved to adjourn the Board meeting at 9:10 PM

Respectfully submitted, Gerald Howard, Trustee.

Next Meeting: Wednesday, November 15th, 2026