Tuxedo Park Library
Meeting minutes Approved
September 16th, 2026

The Meeting was called to order at 7:34p.m

Present: Trustees Bakhtiary, Bullard, Davidson, Fennell, Howard, Poggioli, and Director Loomis.

Absent: Trustee Gates-Bonarius and Assistant Director Sandak

Guest: Grace Riario, RCLS

Approval of Agenda: President Davidson made a motion to amend the agenda. The amended agenda was unanimously approved.

Public comments: None

Minutes: The July 2026 minutes were approved unanimously

Treasurer's report: Trustee Poggioli reported that the budget was on track and the CD's have matured and transferred back into Operating.

Director's report: Director Loomis reported that Olivia Tokish completed the digital navigator training. Digital Navigators are trained staff who help patrons with a variety of technological needs. The budget vote schedule is on track.

Strategic planning: Grace Riario reported that she was honored to contribute to the project. The committee received 147 responses to the survey. She commended the committee for its work, noting that the plan provides a roadmap reflecting the community's expectations for its library over the next five years, including future goals and objectives. Following an extensive discussion, the Board agreed to continue reviewing the plan and revisit it at the October meeting.

Building and Grounds: The parking lot railroad ties replacement project will begin in late September by S&B. Sean Smith completed a number of handyman projects.

Authors' Circle: No Report

Town Business: No Report

New Business:
Director Loomis presented the proposed Emergency Response and Disaster Preparedness Policy. The policy gives us the overall framework for responding to emergencies and states who

has authority during an emergency. This policy complies with the New York State Library Minimum Standards. She also presented the Situation Manual that explains how staff should respond to specific emergencies.

President Davidson made a motion to approve the Emergency Response and Disaster Preparedness Policy and Trustee Poggioli seconded the motion. Motion unanimously approved.

President Davidson made a motion to adjourn the meeting. Meeting adjourned at 9:25 p.m.

Respectfully Submitted,
Heather Bullard, Secretary