

## **Tuckahoe Public Library Board of Trustees**

### **Meeting Minutes**

**Monday, December 19, 2016**

**Signing of Vouchers: 6:00 PM**

**Call to Order:** 6:30 PM

Pledge of Allegiance

**In Attendance:** Swadesh Pachnanda (Library Director), Ginger Crosby, Alison Chilson, Mary Dugan, Kathleen Skinner, Antonio Leo (Village Trustee)

#### **Friends of the Library Report:**

- Tuckahoe High School Jazz Band Concert was attended by 50 people. The 50/50 raffle raised \$75.00. Baskets raffle will be held on December 20.
- Volunteer Appreciation Day/Stephen Quigley Memorial will be held on December 21 followed by dinner at the Tuckahoe Community Center.
- Barnes and Noble Gift Wrapping raised \$224.00.

#### **President's Report:**

- November Vouchers: \$3,369.89; Trust and Agency: \$142.07
- Motion made by Mary to approve November minutes, 2nd by Alison, all in favor.

#### **Library Liaison:**

- Calendar/Flyers were given to Antonio

#### **Director's Report:**

- Circulation: 4,903; Freegal: 615.
- Financial Statistics: June-Nov. report distributed to all present.
- WLS: The WLS Annual Meeting on November 17 took place in their new headquarters in Elmsford and was attended by Swadesh, Ginger and Mary. Topics covered at the meeting were issues of privacy, government collection of data, use of different browsers for privacy, etc. The financial model was approved by the WLS Board of Trustees and Tuckahoe's charges will be increased by 12.23% over three years. WLS is now going to subscribe to Mango Language, Hoopla and Press Reader. On-line fines totaling \$19.15 were collected for the June-September quarter.

- Capital Improvement Projects: Swadesh met with Village Administrator, David Burke to discuss the five year plan. Projects are as follows: 1) expansion of the Activity Room; 2) replace windows; 3) install new carpets, interior painting.
- Budget 2017-18: Copies of the memorandum from Village Administrator, David Burke regarding 2017/18 Department Budget Requests were distributed. Tentative Budget is due to Administrator's office by January 20.
- Reading Garden: Frank DeMarco will be placing the order for lights. People are still sending in money for bricks to be installed in Reading Garden.
- Small Business Saturdays will continue until December 31.
- Staffing: Ellen Tannenbaum, the Children's Librarian last day was December 9, 2016. Rebecca Fitzgerald will continue to do the Children's Storytime on the first Saturday of the month and will order Children's books. Swadesh received a list of Librarian II applicants from the Civil Service office. Canvas letters were sent to the candidates and we are awaiting replies.
- Holidays: Veteran's Day, November 11, 2017 will fall on a Saturday. Discussion was held on which day the Library would be closed. Decision was made to close on Saturday and let Full Time staff take Friday, November 10 off.

**Upcoming Events:**

- 01/20/17 @ 2:00 pm Book Club - "The Expatriates"
- 01/23/17 @ 4:00 pm Plant and Animal Defenses
- 01/27/17 @ 2:00 pm. Lighthouses on the Hudson River
- 02/10/17 @ 2:00 pm Truman and Civil Rights

Yoga classes for Kids and Teens will continue.

**Public Discussion:** None

Meeting Adjourned at 8:15PM

Submitted by Kathleen Skinner