

Tuckahoe Public Library Board of Trustees Minutes

Monday, December 18, 2023

Call to Order: 6:30 pm

In Attendance: Ginger Crosby, Elaine Garry, Julie Gurdin, Leslie Rohr, Swadesh Pachnanda (Director), Nicole Engelbert (Library Liaison)

President's Report

- Minutes: Leslie motioned to approve the November minutes; 2nd by Karen; all in favor.
- November Vouchers: \$1,256.47; Trust & Agency: \$1,593.58

Director's Report

- Planning for Construction: Swadesh apprised the Board of certain findings that surfaced during demolition which will require further investigation and/or mitigation. These include addressing mold behind the circulation desk and floor near the public bathroom, testing the glue under the carpet for asbestos, and reviewing the fresh air exchange infrastructure. A design change will have to be made for storage in the multi-purpose room so as not to interfere with sewer pipe access.
- Furniture: The library is renting one room at Westy to store current furniture and there is also a storage pod in the library parking lot. A shelving vendor is coming to meet with Swadesh, Elaine P. and David. Julie requested a copy of the detailed list of furniture/shelving from the original plans in order to match with the estimates. Once shelving costs have been determined the furniture budget can be established.
- Community Center/Reopening: The heating problem has not yet been resolved. The Board agreed the library should remain closed until there is heat but will consider a modified opening if the problem continues after the holidays. Swadesh will speak to David about installing a bell at the door.
- Financial Statistics: Swadesh reviewed with the Board the general ledger, expense and revenue control reports. Swadesh will check with David as to how to properly account for renovation expenses.
- WLS: Advocacy Day will be in Albany in February. WLS is planning to make staff email addresses specific to each library and recommends that Board members have Tuckahoe Library email addresses as well.
- Staffing: Elaine P. is currently on intermittent FMLA leave.

- Other: Swadesh distributed the proposed policy for Roku Stick use, which the Board reviewed and approved. Roku Sticks will be available for residents of Tuckahoe, Eastchester and Bronxville since they are being funded by the Community Fund.

Ginger motioned to adjourn at 8:50 pm; 2nd by Elaine; all in favor.

Submitted by Elaine Garry