

# Tuckahoe Public Library Board of Trustees Minutes

**Tuesday, February 13, 2024**

**Call to Order:** 6:30 pm

**In Attendance:** Karen Cashman, Ginger Crosby, Elaine Garry, Julie Gurdin, Leslie Rohr, Swadesh Pachnanda (Director)

**Friends of the Library:** Friends is preparing to mail the fundraising letter to all Village taxpayers.

## **President's Report**

- Minutes: Leslie motioned to approve the January minutes; 2<sup>nd</sup> by Ginger; all in favor.
- January Vouchers: \$1,587.05; Trust & Agency: \$3,231.40
- Policies: The Board discussed having a food policy and agreed to revisit once the library is back in its permanent space. The Board reviewed photo/video/audio-recording policies from other libraries and agreed that the Larchmont policy was the most comprehensive. Swadesh will forward it to the Village attorney for his comments.

## **Director's Report**

- Library Renovation: The shelving order has been finalized. The furniture design is being worked on.
- Financial Statistics: Swadesh reviewed with the Board the general ledger, expense, and revenue control reports.
- Budget: Julie and Swadesh met with David to go over the preliminary 2024-2025 budget.
- Grants: The Damon Maher/ BOL contract that was awarded in the amount of \$12,962 requires Village signature and submission; Swadesh forwarded the paperwork accordingly. The Community Fund Evaluation Team will be meeting on March 6.
- WLS: The Annual Report is due in March. WLS is sponsoring a food and clothing drive and the library will have containers in the Community Center. WLS will be offering three new databases: Medici.tv (classical music programming), The Shelf (Spanish streaming service) and Mango Languages (language learning app).
- Staffing: The Board discussed pay increases for the part-time staff, as well as an eligibility policy. The Board requested more information, which Swadesh will email.

Julie motioned to adjourn at 9:50 pm; 2<sup>nd</sup> by Elaine; all in favor.

Submitted by Elaine Garry