

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

**Monday, March 19, 2018**

**Call to Order:** 6:35 pm

**In Attendance:** Alison Chilson, Ginger Crosby, Elaine Garry, Leslie Rohr, Mimi Sanchez, Swadesh Pachnanda (Director)

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

- Irish Step Dance: the program was successful and many children participated.
- Shiloh Baptist Church Choir: approximately 65 people attended, performance was well received.
- The New Westchester Symphony Orchestra is confirmed to perform at the Friends fundraiser on June 9 at 2 pm.

## **President's Report:**

- Minutes: Mimi made a motion to approve the February minutes; 2<sup>nd</sup> by Leslie; all in favor.
- Vouchers: March 2018: \$3,859.66 ; Trust & Agency: \$796.97

**Presentation:** postponed since Library Liaison Antonio Leo was not able to attend the meeting.

## **Director's Report:**

- Circulation statistics for February: 4,887
- Financial statistics: Swadesh reviewed with the Board the general ledger, expense and revenue control reports.
- Budget 2018-2019: the tentative budget will be released by the Village on March 20.
- Building: a TV screen was purchased to publicize library events; the location has not yet been decided. Swadesh will consult with Frank DiMarco about window options & pricing.
- Grants:
  - Swadesh is following up with George Latimer's office and Amy Paulin's office re the activity room grants.
  - Swadesh, Elaine Provenzano and Liz Siracusa met with members of the Community Fund to discuss the grant possibilities. There will be an interview on April 17.
  - The library received a \$5K private donation from the son of former employee Anne Seif, in memory of his mother.
- WLS updates:
  - There will be a fund raising breakfast event on April 6<sup>th</sup> from 8:30 – 10:30 am.
  - The Tuckahoe Library will receive \$1,626.40 from WLS due to having lent more than it borrowed.
  - National Library Week is April 8 – 14.

- **Staffing:** Stephanie Coppola's last day is March 30. Swadesh would like to replace her position, Principal Library Clerk, with a Senior Library Clerk. She will give the part-timers more hours until the position is filled. It was noted that it has been hard to attract and retain staff because some of the salaries at the Tuckahoe library are not competitive with other libraries. As such, Swadesh proposed increasing Linda Ahern's hourly rate to \$25 per hour and the hourly rate of Gail Monaghan and Erin Provenzano to \$12 per hour, effective April 1, 2018. Ginger made a motion to approve; 2<sup>nd</sup> by Elaine; all in favor.

### **Upcoming Events:**

- Adult Book Club- March 21 and 24 @1:00 and 6:30 pm
- Kids Book Club- Fri., March 23 @ 4 pm
- Science Tellers Pirates at Sea- Wed., April 4 @ 4 pm
- History of Tuckahoe Marble- Thur., April 5 @ 2pm
- Teen SAT Math Prep- Sat., April 7, 14 & 21@ 11:00 am
- Teen Origami – Mon., April 9 @ 3:30 pm
- India Center of Westchester Dance- Wed., April 11 @ 5 pm
- The Song Pipers- Tue., April 17 @ 1 pm
- Money Talks- Retirement Concepts–Wed., April 18 @ 6:30 pm

**Old Business:** None

**Public discussion:** None

**Executive Session:** Ginger asked Swadesh to leave the room and the Board reviewed WLS salary data. It was noted that Director's salaries at other Westchester libraries, including those of comparable size, are considerably higher. Accordingly, in recognition of her performance over the past six years, the Board unanimously agreed to increase Swadesh's salary to \$81K effective April 1, 2018.

Ginger asked Swadesh to return to the meeting and informed her of her salary increase. Ginger thanked Swadesh on behalf of the Board for her dedicated performance, noting the revenue she has generated through grants, her flexibility in working with a reduced permanent staff and her willingness to go beyond her job description to keep the library running smoothly.

Ginger motioned to adjourn at 8:40 pm; 2<sup>nd</sup> by Leslie; all in favor.

**Next meeting: Monday, April 19, 2018 @ 6:30 pm.**

Submitted by Elaine Garry