

# Tuckahoe Public Library Board of Trustees Minutes

**Monday, September 20, 2021**

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

**In Attendance:** Ginger Crosby, Elaine Garry, Julie Gurdin, Leslie Rohr, Mimi Sanchez, Swadesh Pachnanda (Director), Shannon McDonough (President of Friends)

## **Friends of the Library Report**

The Tuckahoe Road Race took place on September 12; the library's share of revenue is not yet available.

Ginger introduced Shannon McDonough, the new President of the Friends of the Library. Shannon spoke of her fundraising plans and reported on the book sale, which raised approximately \$800 in sales as well as new memberships and donations. She informed the Board that Friends has committed to \$25K in matching funds toward the NYS Construction grant for library renovations.

## **President's Report**

- Minutes: Leslie motioned to approve the June minutes; 2<sup>nd</sup> by Ginger; all in favor.
- July Vouchers: \$3,968; Trust & Agency: \$1,672.76
- August Vouchers: \$25,793.73; Trust & Agency: \$1,862.44
- September Vouchers: \$2,443.25; Trust & Agency: \$1,153.10

## **Director's Report**

- Financial statistics: Swadesh reviewed with the Board the general ledger, expense and revenue control reports.
- Library Reopening: Collection of fines for overdue materials will resume on October 15.
- Building and Grounds: An insurance agent has been to the library to assess the flood damage from Hurricane Ida. The Village hired a company to do a professional cleanup and test the air quality, which was good. The Village is handling the insurance claim, which includes replacing the library carpeting.
- Grants: an application for a NYS construction grant was submitted in the amount of \$300,000, which includes a matching component of \$125K from the Village and \$25K from Friends as noted above. Amy Paulin notified the library that a grant for the parking lot in the amount of \$34,187 has been approved. The library has applied for a federal grant for additional hot spots. The window construction grant is now closed.

- WLS Updates: The Service Level Agreement has been signed and submitted. The cost for calendar year 2022 will be \$41,188.93.
- Staffing: Swadesh has identified a candidate for the Librarian I position and will make an offer of \$55K. Swadesh is preparing the paperwork to submit to the County for the Staff Assistant position.
- Strategic Planning: There were approximately 350 responses to the survey. Interns from Iona College will help analyze and interpret the results, with the goal of a final report by January 1.

**Upcoming Programs:** See calendar. All programs will be virtual.

Ginger motioned to adjourn at 8:30 pm; 2<sup>nd</sup> by Julie; all in favor.

Submitted by Elaine Garry