

# Tuckahoe Public Library Board of Trustees Minutes

**Monday, September 21, 2020**

**Call to Order:** 7:00 pm

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

## **Friends of the Library Report**

The Tuckahoe Virtual Race closed yesterday and the library is awaiting the final numbers.

## **President's Report**

- Minutes: Leslie motioned to approve the June minutes; 2<sup>nd</sup> by Julie; all in favor.
- July Vouchers: \$4,587.98; Trust & Agency: \$1,796.85
- August Vouchers: \$1,351.61; Trust & Agency: \$2,853.32
- September Vouchers: \$3,000.45; Trust & Agency: 1,256.63

## **Director's Report**

- Financial statistics: Swadesh reviewed with the Board the general ledger, expense and revenue control reports.
- Library Reopening:
  - Window pick-up is popular and well used. Browsing by appointment began on September 14 as follows: 3-5 pm Monday, Wednesday and Friday; 11 am-12 pm Wednesday for seniors only; 2-4 pm Tuesday for computer use.
  - The library has ordered additional PPE, hand sanitizer and cleaning materials through the Police Department.
  - Reopening policy has been posted on the premises and on the library website.
- Building: Plans are underway to upgrade the teen garden area into a native plant garden, which will be professionally designed by Nature's Cradle and will include benches and WiFi access. Swadesh will speak to David Burke again regarding removal of the donation bins.\_\_
- Grants:
  - There is a one-year extension for all NYS construction grants.
  - The Board approved a motion to apply for a NYS Construction grant for an electrical panel upgrade, handicap-accessible sidewalks and parking lot upgrade in the amount of \$68,375.

- The library has received a \$9,000 grant from Damon Maher's office which will be used to purchase an Early Literacy computer and hot spots for patron use.
- WLS Updates:
  - There has been a computer upgrade and the library has received new computers with Windows 10. There will be service agreements with different options for things like bandwidth, wireless services, etc.
  - Since all programs are still virtual, libraries are working with each other to share programs and split costs.
  - Fines are forgiven until further notice.
- Staffing: Two members of the part-time staff are back to normal hours. Swadesh is staggering hours to ensure that not too many staff are present at the same time. Consideration of raises for part-timers will remain on hold.

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

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

Submitted by Elaine Garry