

Tuckahoe Public Library Board of Trustees Minutes

Monday September 16, 2019

Call to Order: 6:30 pm

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

Friends of the Library Report:

- Great turnout at the recent Friends Meeting. Renee Howell is stepping down as Treasurer. New appointee is Evelyne Michaud.
- The Tuckahoe library is one of two benefactors of the Tuckahoe Road Race held on September 8, 2019. The race had its largest attendance ever.
- Fundraising: There is a raffle on library desk for a Fall/Halloween basket. Details will be discussed next month for a mini golf event. The Friends group is in need of more volunteers.

President's Report:

- Minutes: Leslie made a motion to approve June minutes. Mimi 2nd. All in favor.
- Introduction of new board member, Julie Gurdin, to replace Alison Chilson.
- Vouchers: June 2019: \$22,842.19; Trust & Agency \$2,020.00
July 2019: \$5,568.44; Trust & Agency \$452.10
August 2019: \$3,056.74; Trust & Agency \$447.42
- Election of new officer to replace Alison Chilson as VP, tabled until next meeting.

Director's Report:

- Financial statistics: Swadesh reviewed with the Board the general ledger, expense, and revenue control reports.
- Building: Flood from rain at front door in July. Staff cleaned, got towels and fans to prevent more damage and dry the floors. Book drop books for book sale were damaged and thrown away. Leak in the bathroom in August. Front door and lock were fixed.
- Budget: Budget for 2019- 2020 approved. Material spend already at 76% of budget due to purchase of new printer and cartridges. Old copier was 12 years old. People making more copies, and frequent requests for scanning. Will review budget for next year to find money for scanner. This year's budget includes 3% raises for staff. Increasing Faithe Gerol hourly wage by \$1.00 effective Oct 1.
- Bricks are in for the donors. Swadesh to speak to Frank about installation. Swadesh asked David about new plantings near old bridge. Requesting "pocket park" with benches and landscaping.
- Grants
 - June 20, received email from Amy at Community Fund, confirming approval for \$15,000 for programs- yoga, art classes, babysitting, and technology help.

Tuckahoe Public Library Board of Trustees Minutes

Monday September 16, 2019

(Continued, p.2)

- NY State Construction Grant. Extension until Dec to resubmit application and amend for painting and new carpet in meeting room and office area.
- HVAC system chiller broken, approved for \$38,500 grant.
- Applied in August for new NY State grant to improve program room and create computer lab, submitted for \$187,000.
- WLS Update:
 - \$5,000 grant money finally spent.
 - LLSA (Local Library Services Aid) grant received for \$1,711.80.
 - Evergreen library system in place since March.
 - Swadesh attended the PLDA (Public Library Director Association) meeting. A group of directors expressed extreme dissatisfaction with WLS IT management, quality of IT services and the impact of IT issues on public service. The main concern is customer service, communications, and technology services. This led to a resolution and service improvement action plan. There have been some staffing changes- Melanie who handled reports has retired and a new enterprise manager is being hired. Joe Maurantonio will be working on data and network enhancements, Rob Caluori is moving from IT to Administration to work on strategic projects, and Wilson Arana is serving as manager of IT. There will also be an additional tech support position for the help desk. WLS is also preparing training on customer service, change management, and communication for staff. The Ransomware virus which started on July 3 was contained. WLS did not make any payments to the attackers, and is cooperative with authorities in their investigation. WLS is looking into new e-resources. Linda.com bought by LinkedIn, looking to see if worth keeping or finding new system. Concern about privacy issues. TPL public computers still on Windows 7, Microsoft not supporting much longer so WLS needs to update.
- Staffing: Hired Ellen Elsen as part-time librarian; salary is \$23.00 per hour.
- Swadesh and Elaine attended a meeting with 5 staff members from the Tuckahoe Schools to continue to make improvements working together.
- Swadesh received an email from a patron complaining about stroller parking. Swadesh will ask Elaine to suggest parking area to those with strollers and suggest that patrons ask a librarian for help with books if needed.
- Strategic Plan:
 - Mission Statement completed.
 - Board to start creating a subcommittee, looking at prior Strat Plan, and establish a target date.

Upcoming Events: See calendar

Tuckahoe Public Library Board of Trustees Minutes

Monday September 16, 2019

(Continued p.3)

Old Business: None

Public discussion: None

Executive Session: None

Ginger made a motion to adjourn at 8:35pm; 2nd by Mimi; All in favor.

Next meeting: Monday, October 21, 2019 @ 6:30 pm.

Submitted by: Leslie Rohr