

# Tuckahoe Public Library Board of Trustees Minutes

Wednesday, February 21, 2018

**Call to Order:** 6:20 pm

**In Attendance:** Ginger Crosby, Elaine Garry, Leslie Rohr, Mimi Sanchez, Antonio Leo (Library Liaison), Swadesh Pachnanda (Director), David Burke (Village Administrator)

## **Presentation:**

Antonio reviewed the three options previously discussed for expanding the activity room and the group debated the pros and cons of each. A fourth option for maximum space was suggested and Antonio will provide a rendering and ballpark cost estimate at a future meeting. The group discussed the possibility of fundraising to supplement the grant monies should they prove insufficient to cover the costs of the expansion.

David Burke left the meeting following the presentation and subsequent discussion. Prior to leaving he announced that the tentative Village budget will be released on March 20.

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

- Valentine's Day basket: a total of \$175 was collected.
- The "W. E. B. Du Bois: A Man for All Times" performance: approximately 55 people attended and the performance was very well received.
- The New Westchester Symphony Orchestra will perform at the fundraising event on June 9.

## **President's Report:**

- Minutes: Ginger made a motion to approve the January minutes; 2<sup>nd</sup> by Leslie; all in favor.
- Vouchers: February 2018: \$2,817.36 ; Trust & Agency: \$314.43
- Ginger spoke of the need for better signage at the metered spots to indicate that parking is reserved for library patrons only during library hours.

## **Director's Report:**

- Circulation statistics for January: 5,289
- Financial statistics: Swadesh reviewed with the Board the general ledger, expense and revenue control reports.
- Budget 2018-2019: Swadesh stated that the budget was presented to David Burke. She reviewed the changes and noted the increase in the salary line for the Librarian I position and the increase in the Staff Development line. She also reviewed a list of the library's other funding sources, namely grants, Friends, construction grants and direct private donations,

and noted that the total increased from \$20,700 in Fiscal 2016/17 to \$48,370 in Fiscal 2017/18.

- Building: Swadesh is in the process of obtaining window bids.
- Grants: Swadesh reviewed the status of the outstanding grants and said she has been attempting to follow-up with George Latimer's office for the activity room grant. She has received a check in the amount of \$5,000 from The Esmond Nissim Foundation Inc., and has a meeting with three members of the Community Fund grant members on 2/28.
- WLS updates:
  - The mobile app for Tuckahoe was released
  - Debbie Ascone is working on the NYS annual report
  - Library Advocacy Day is 2/28 in Albany
  - The "Libraries Lead" fundraising event for the WLS will be on 4/6
  - Swadesh distributed information from WLS about fine-free libraries and the Board unanimously rejected the idea for the Tuckahoe Library.
- Staffing:
  - The staff is being trained on the new WLS databases.
  - Swadesh took and passed the test for Director II level.
  - A part-time librarian has been hired to fill in until the full-time position is filled.

### **Upcoming Events:**

- Changes from the Great War - Wed., March 7 @ 6:30 pm
- Yoga for Beginners – Thur., March 8 @ 5:45 pm
- Irish Step Dancing – Sat., March 10 @ 1:00 pm
- Shiloh Baptist Church Choir- Mon., March 12 @ 6:30 pm
- Cupcake Decorating for Kids- Tue., March 13 @ 4:00 pm
- Latest Trends in Resume Writing – Wed. March 14 @ 6:30 pm
- Adult Book Club- March 21 and 24 @1:00 and 6:30 pm
- Kids Book Club- Fri., March 23 @ 4 pm
- Teen Yoga - Wed., March 28 @ 7:15 pm

**Old Business:** None

**Public discussion:** None

**Executive Session:** None

Ginger motioned to adjourn at 8:35; 2<sup>nd</sup> by Mimi; all in favor.

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

Submitted by Elaine Garry