

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

**Monday, January 22, 2018**

**Call to Order:** 6:40 pm

### **Pledge of Allegiance**

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

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

- Valentine's Day basket: Swadesh reported that \$70 has been collected to date and she will bring the basket to the W. E. Dubois event in February.
- Pulse Ensemble Theatre will perform "W. E. Dubois: A Man for All Times" at the Community Center on Saturday, February 10. The Library will handle the advertising for this event.

### **President's Report:**

- Minutes: Alison made a motion to approve the December minutes; 2<sup>nd</sup> by Ginger; all in favor.
- Vouchers: January 2018: \$19,407.67; Trust & Agency: \$1,219.98
- Leslie Rohr was welcomed as a new Trustee.

### **Presentation:**

- Debra Ascone, Staff Assistant, demonstrated the new databases offered on the WLS website. These databases offer a wide selection of music, e-books, audiobooks and videos.

### **Director's Report:**

- Circulation statistics for November: 4,770
- Financial statistics: Swadesh reviewed with the Board the general ledger, expense and revenue control reports.
- Budget 2018-2019: Swadesh went over the preliminary budget in comparison to the 2017-2018 budget. She will discuss the preliminary budget with Antonio Leo, Library Liaison, before meeting with the Village Treasurer and Village Administrator.

- Building: Swadesh met with the Police Chief regarding the break-in on December 6. A security system has been installed and a Youth Officer will visit the library periodically.
- Grants: Swadesh reviewed the status of the outstanding grants and reported that the \$5,000 grant from Sheila Marcotte has been received. The library also received \$3,886 from WLS for Hindi books and DVDs. A grant application for \$9,180 has been submitted to the Community Fund.
- AARP Free Tax Help will begin February 2 and continue until April 13.
- WLS updates: Swadesh attended a WLS strategic planning workshop. WLS updated their computers to VDI (Virtual Desktop Infrastructure), which has been installed. The mobile app for the Tuckahoe library will be released soon.
- Staffing: the Librarian 1 position remains open and Swadesh will continue the search for a suitable candidate. The hourly wage of current employees who earn less than \$11 per hour is being raised to \$11 in accordance with minimum wage law.

### **Upcoming Events:**

- NC Nature Center Wildlife Prog.- Teens-Mon. 1/22 @ 4:00 pm
- Book Club- 1/24 @ 6:30 pm
- Preventing Gum Disease with Dr. Biagio Iannace-Mon. 1/29 @ 6:30pm
- Changes from the Great War-Wed. 2/7 @ 6:30 pm
- Yoga for Beginners- Thur. 2/8 @ 5:45 pm
- Mandarin Bilingual Storytime- 2/16 @ 11:00 am

**Old Business:** None

**Public discussion:** None

**Executive Session:** None

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

**Next meeting: Wednesday, February 21, 2018 @ 6:30 pm.**

Submitted by Elaine Garry