

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

**Monday, October 16, 2017**

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

## **Pledge of Allegiance**

**In Attendance:** Alison Chilson, Ginger Crosby, Elaine Garry, Mimi Sanchez, Swadesh Pachnanda (Director), Antonio Leo (Tuckahoe Village Board Liaison)

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

- Tuckahoe Road Race: the Mayor will attend the next Friends meeting to present a check for the library's portion of the proceeds.
- Trustees Workshop: with the exception of Elaine, all Library Board members attended and all agreed it was a worthwhile program.
- Holiday concert: the Community Center will not be available in December. Holding the concert at the library was discussed as an alternative, although the library can only accommodate a maximum of 50. Ginger will bring it up at the next Friends meeting. It was agreed to get on the Community Center calendar earlier next year with the intent to have the concert on the same day as Winter Fest.

## **President's Report:**

- Minutes: Mimi made a motion to approve June minutes; 2<sup>nd</sup> by Ginger; all in favor.
- Vouchers: October 2017: \$3,394.18; Trust & Agency: \$1,038.25

## **Library Liaison Report:**

Antonio Leo presented the three options for the meeting room expansion and the group discussed the pros and cons of each option. Swadesh will solicit input from the librarians and will find out from David Burke what the approval process needs to be.

## **Director's Report:**

- Circulation Statistics for September: 5,596
- Financial Statistics: Swadesh distributed the year-to-date budget, general ledger, expense and revenue control reports, which the Board reviewed.
- Budget 2017-2018: upon review of the staffing budget, a decision was made to hire a Full-Time Librarian, Level 1. Position will be available in December.

- Building: a new kitchen floor will be installed on November 10, paid for by Village funds.
- Grants: Swadesh reviewed the status of the outstanding grants, which total \$230K.
- WLS: the WLS Annual Meeting will take place on November 16.
- Reading Garden: A high school student, Michael McCrink, will maintain the reading garden as an Eagle Scout project. Ginger discussed the memo she sent to the Mayor and Village Manager about getting signage regarding littering and cleaning up after your dog. A suggestion was made to add a bright motion detector light and to ask the police to occasionally patrol the garden area at night.
- Board Meeting Dates: Swadesh distributed the 2018 list of meeting dates. Elaine volunteered to be Library Board Secretary.

### **Upcoming November Events:**

- Invitation to a Voyage: Fishkill 11/03/17, 4 pm
- Teen Yoga – 11/8, 7:15 pm
- Adult Book Club – 11/13, 6:30 pm and 11/16, 1 pm
- Peace in Pieces Book Talk and Signing – 11/15, 6:30 pm
- Teen Chess – 11/15, 7 pm
- SAT Practice Test – 11/18, 10:30 am
- Teen Beaded Earrings Workshop, 11/20, 4 pm
- Healthy Eating – 11/21, 4 pm
- Holiday Music Performance with Crestwood Recorder Consort – 11/27, 6:30 pm

**Old Business:** None

**Public discussion:** None

The Board adjourned and went into Executive Session at 9:30 pm to discuss staffing needs.

### **Executive Session:**

In keeping with standard policy, the Board agreed to a 2% raise for the two employees who have completed 6 months of employment, Giovanna Fiorino-Iannace (retroactive 8/8/17) and Linda Ahern (10/23/17)

The Board came out of Executive Session and Alison motioned to adjourn at 9:45 pm; 2<sup>nd</sup> by Ginger; all in favor.

**Next meeting: Monday, November 20, 2017 @ 6:30 pm.**

Submitted by Elaine Garry