

Tuckahoe Public Library Board of Trustees

Meeting Minutes

Monday, October 17, 2011

Call to Order: 7:00pm

In Attendance: Alison Chilson, Debbie Coppola (Library Director), Ginger Crosby, Christine Ferrante, Keith Minarik, Stephen Quigley (Tuckahoe Village Board liaison) Mickey Brand

Signing of Vouchers: September 2011; Vouchers: \$2,863.62 / Trust & Agency: \$40

President's Report:

Approval of September Minutes. Motion to approve Christine; 2nd Ginger. All in favor.

- Part time Teen Librarian offered \$20 per hour to be discussed during executive session. Motioned: Ginger. 2nd Christine.
- Angela Carrapella's resignation from the library board of trustees confirmed at Tuckahoe town hall. Mickey Brand recommended as a new member of the board to fill the vacancy.
- Hand book on personnel discussed; the board creates, appoints or confirms all positions within the library.
- Ginger discussed possible activities leading up to the centennial celebration. A speaker series could be an effective way to build awareness and excitement leading up to the event. T-shirts could be made and sold as well.
- Tuckahoe Library currently not a member of the Library Trustee Association. Had been cancelled due to budget cuts. Question as to whether we should re-join. Trustee members to look at website www.Librarytrustees.org and discuss further in November meeting.

Library Liaison Report: Stephen Quigley

- Village Hall report next week. Will mention need for Literacy volunteers and Lord & Taylor fundraising tickets

Friends of the Tuckahoe Library report:

Connie and Joan from the Friends group brought the Board up to date on their current activities and initiatives. They are working on a possible fundraising proposal involving a travel agent and trip to Italy in April 2012. They are also setting up a jewelry sale with Tia Torch who will donate half the proceeds to the friends group. Membership dues for the friends group will be an annual appeal, not yearly dues.

Director's Report:

- Debbie announced her retirement effective 12/31/11
- Debbie wanted to give recognition to Swadesh Pachnanda and Ellen Tannenbaum for their efforts involving the Summer Reading Program. There has been a consistent increase in participation and readership.
- Elizabeth Cerino hired as the new Teen Librarian effective September, 23 2011.
- September Circulation Statistics: 2011: 7,381, up from 2010: 7,337 but down from 2009: 7,728.
- Currently 3,389 Tuckahoe Library card holders
- Program for Free: Paws & Tails started in September. Children can sign up to read out loud to specially trained dogs for 15 minutes a session. Completely booked up, Debbie requesting program to bring more than one dog in future sessions in order to accommodate more children.
- Literacy Grant / Volunteers. Looking for volunteers to become involved with our literacy efforts. We already have 6 people who signed up for help. We received a \$2,000 grant for a coordinator of the program, which must be spent by 12/31/11, Debby Ascone took over the project from Valery Murray when she left. Stephen Quigley to mention our request for volunteers in the next Tuckahoe town meeting.
- Debbie recommended joining the New York Library Association as worthwhile and to be placed in future Tuckahoe library budget.
- Debbie is going to the Westchester Library System business meeting on 11/1/11. Trustees to be nominated for a three year term. A speaker from Evident.com will be presenting.
- Library fines to be condensed and streamlined by the Westchester Library System for all libraries within the system.

- The Museum of Natural History passes have run out at this time.
- Budget: Saved money from past years have been added to a reserve fund. The last two years, money from the reserve fund has been added to the yearly budget of approximately \$12,000 each year. This year \$12,000 was added to the budget but there are no funds left in the reserve fund to cover this. Debbie spoke with John Pintos regarding this and he spoke with the mayor who said that it would be discussed at budget time. Our current outside services line is pacing over budget, but there are no other large expenses (carpet cleaning) expected, so this should even out.

Old Business:

- Library Brand: Should we use the drawing of the Library, or come up with another symbol to represent the Library?
- Programs are mostly targeted to senior citizens and youths. Can we create or schedule post 6pm programs to target middle aged / working adults?

Public Discussion: Limit to three minutes per person.

None

Submitted by: Keith Minarik