

**Starr Library Board of Trustee Meeting**  
October 26, 2020

Minutes

**Trustees Present:** George Baker, David Lavallee, Shea Dean, Ronnie Citron-Fink, Al Ragucci, Lisa Reticker, Karen Unger, Kat Melo, Donna Warner, and Director Stephen Cook

**Trustees Absent:** Jill Horn, Paul Higgins

**Friends Representative:** Stephen Frost

- I. Meeting called to order by President Al Ragucci at 5:34 P.M. *This meeting was held via Zoom due to the coronavirus pandemic.*
- II. **Secretary's Report:** Minutes of July 2020 meeting reviewed. Motion to accept: David, Ronnie 2<sup>nd</sup>. Passed unanimously.
- III. **Treasurer's Report:** David Lavallee reported that we are running well; fines and room rentals down due to Covid but expenses are about the same as usual. He reported that endowment is up to 1.4M, a 10% increase over last year. Michael Brady lowered his fee by almost 30% and knows we are looking at other financial advisors. David reported that he and Stephen have talked about capital repair expenditures including interior painting, new carpeting, and new HVAC units. He said they are working to prioritize which ones to do first as the budget isn't there for everything right now. Motion to accept: Donna. Second, Karen. *Passed unanimously.*
- IV. **Director's Report:**
  - a. Stephen Cook reported that the annual appeal letter is at the printer and that the community needs survey went out last week.
  - b. He reminded trustees to do the sexual harassment training.
- V. **Friends Report:** Stephen Frost said they had a successful book sale Oct 2-4, netting \$3,768 after the deduction for the cost of tents.
- VI. **Claims and warrants:** Motion to accept: Karen, 2<sup>nd</sup> George. Passed unanimously.
- VII. **Committee Reports:**
  - a. **Long Range Planning Committee.** Al mentioned the amount of work that went into the community survey. Committee chair Donna sent out a report to trustees on the survey progress to the trustees. She reported that there are 236 responses so far and she hopes for 500. The survey is being shared through other groups like Rotary, Rhinebeck at Home, and Rhinebeck schools.
  - b. **Buildings and Grounds:** George talked about improved signage. Al said that we have approval and funding from town board to put two more library signs up; the plan is to move forward on those. George mentioned two trees that need to be moved in the spring. George

also mentioned that a local architect (Gabriela) has offered to volunteer her time to speculate where outdoor space could be. Several board members suggested that we run the idea by Paul Mays. George also suggested that we find ways to take part in discussions about the proposed walkway linking Rhinecliff and Rhinebeck, which would result in increased pedestrian traffic around the library.

- c. **Governance:** Stephen said that Starr is now required to have a pandemic policy. Stephen met with Jill and Lisa drafted one and sent it out prior to the meeting. He said that we have a month to weigh in on it and propose changes; we should be prepared to approve it at the next meeting.
- d. **Website:** Al suggested that Ronnie, Shea and Kat come up with a bulleted presentation of proposed changes that Al can present to the Budget committee in order to get more funds to implement such changes.

Meeting ended by agreeing to have budget “hearings” in the coming weeks at which trustees can present their “wish lists” for funding in 2021 – these included enhanced children’s programming (more hours for children’s programmer and/or for a volunteer coordinator), enhanced adult and ESL programming, improvements to the web page, and more streaming services (Hoopla).

VIII. Motion to adjourn: 7:06P.M. by Al, 2nd Ronnie. Passed unanimously.

Next Meeting Monday, Nov 23, 2020 5:30pm

Submitted by Shea Dean