

Starr Library Board of Trustee Meeting
February 22, 2021

Minutes

Trustees Present: George Baker, David Lavallee, Shea Dean, Al Ragucci, Ronnie Citron-Fink, Donna Warner, Martha Gershun, Karen Unger, Kat Melo, Craig Oleszewski and Director Stephen Cook

Trustees absent: Lisa Reticker

Also Present: Ric Lewit, Village Board Representative to Mazarrella Park Committee

I. Meeting called to order by President Al Ragucci at 5:32 P.M. *This meeting was held via Zoom due to the coronavirus pandemic.*

II. **Secretary's Report:** Minutes of January meeting reviewed. Motion to accept: David. George 2nd. Passed unanimously.

III. **Treasurer's Report:** David Lavallee reported that the library's finances are in great shape, despite being in more conservative investments. He noted that personnel costs are as normal, but that spending on books was down in January. He said that he planned to meet with Stephen to discuss the insurance bill, which they think might be too high, in particular the board liability piece. Karen talked about the fundraising schedule. Al mentioned putting together a schedule of volunteers to collect signatures to get on the ballot for the 414 vote.

Motion to accept treasurer's report: Karen. Martha 2nd. Passed unanimously.

IV. **Director's Report:** Stephen submitted director's report. Circulation is down 22 percent, which he believes is due to the fact that the library open for lobby service only. He said a lot of patrons are calling and picking up materials. He mentioned applying for construction grant money from the state. He said he would be attending an MLS webinar about the 414 vote. Karen is also planning to attend.

V. **Friends Report:** Stephen Cook reported that the Friends are planning a reduced-capacity book sale – two people in the sale at a time.

VI. **Claims and warrants:** Motion to approve: Martha. Second, Karen. Passed unanimously.

VII. Committee Reports:

- a. **Long-Range Planning Committee.** Donna reported that 80 people registered for the community Zoom sessions with Paul Mays in late January and early February. As a next step, Mays is going to provide renovation ideas and cost estimates to the board, and then we will decide what to bring forward to the community. This should happen in April or May. Donna also talked about the state-mandated long-range operational plan document that will cover the years 2021-2025, with the building renovation / expansion plan as a subset of that. Donna proposed a special board meeting in March to determine what the most important

values and ideas we want to carry forward from the survey into the plan – with or without formal vision exercises. The tentative date is Monday, March 8, at 5:15.

- b. **Buildings and Grounds:** George mentioned that the committee is moving forward on replacing the lampposts in the parking lot surrounding the library. Craig has joined this committee. They are working with Paul Mays to nail down the final choice of post and where to place them. Stephen will talk to Mays about whether this work is included in the scope of work in his current contract. George will reach out to the town to figure out what make and model of lights were installed along Traver Lane and who installed them.

VIII. Old Business

- a. Updates Items in 2021 Budget – Al asked Stephen to report to the board what the status is on the following items.
 - i. Children’s Programmer – Stephen said that the job is being posted to the MHLS and that he has shared the news that the job is available with his colleagues in the library system. He said that the listing will be published on the Website and that Nan would put it on Facebook. Kat mentioned that Indeed.com
 - ii. Website Improvements – Stephen said that Rowan, Stephen, Brooke, Shea and perhaps Kat will meet on Thursday via Zoom about this and the children’s programmer position. We encouraged other board members to contribute their ideas about web site improvements. Shea agreed to share the lists of proposed changes that she, Kat, and Ronnie have already compiled.
 - iii. Paint, Carpeting – Stephen said he is looking for someone to do interior touchup painting but is not rushing to replace the carpet
 - iv. Stripe Parking Lot Painting – Stephen said that stripes will be repainted when weather allows.
 - v. Signage – No update (Building and Grounds committee is handling)

IX. New business –

- i. Ric Lewit, a Village Trustee who attended the meeting, answered George Baker’s questions about the pollinator garden proposed by Sue Sie for the meadow across from the library – whether it was happening or whether funds were approved. Ric agreed to check on this. Ric reported that the park committee had a lot of energy last fall but has not been active. Al suggested that the library be involved in discussions about the park, with George as our representative
- ii. Al reported that he and David Lavalley were at a meeting about the proposed pedestrian / bike path between Rhinebeck and Rhinecliff. George will be involved as a stakeholder, as the path will pass by his B&B. It’s not clear yet which side of the street the path will be on. Al agreed to keep us informed on the progress of the path and how it affects the library..

- IX. **Motion to adjourn:** 7:10 PM. by Al. Motion to accept, David; 2nd Donna. Passed unanimously.

Next Meeting Monday, March 22nd, 5:30 PM

Submitted by Shea Dean