

STARR LIBRARY

68 WEST MARKET STREET

RHINEBECK, NY 12572

NOTICE OF MEETING Monday, April 26, 2021, 5:30 PM

[“Starr Library provides access to the highest quality library services and programming, enriching our lives and building community.”](#)

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

Friends Representative: Stephen Frost

I. Meeting called to order by President Al Ragucci at 5:36 P.M. This meeting was held via Zoom due to the coronavirus pandemic.

a. Donna asked that we look over the bylaws to confirm what a quorum (majority) is given the fact

that we are down two trustees. Al and others agreed to look into it.

- II. **Secretary’s Report** – Minutes from March meeting were approved pending amendment to add mention of letter to the board from Rhinebeck Nursery school, in which the school asked to rent space from the library. It was determined that there was not enough space to rent on a long-term basis to a single group, since the little space we have is used by many groups (normally). Motion to approve: David. Craig second. Passed unanimously.
- III. **Treasurer’s and Fund Raising Report** – Treasurer David Lavalee mentioned that we continue to get money from a bequest. Given the possible upcoming capital campaign, David suggests that we take new donations and put them in our M&T bank account, not in the endowment which restricts withdrawals. The M&T account is used to pay for big things like HVAC replacement. Al said that we need to look at the bylaws to confirm that this is possible. StephenCook suggested that the governance committee review the rules to make sure that this can happen. David confirmed that we can carry over balances on this account from year to year. Motion to approve that we put this new bequest money in the M&T account until the governance committee reviews the practice: David. Karen second. Passed unanimously. Motion to accept treasurer’s report: Karen. Second: George. Passed unanimously.

IV.

as a drop-off / pickup point, but that he and others complained about this decision as it brought people to the library and these customers liked not having to pay a delivery fee to get the food brought to their homes. The delivery person said that the company might reconsider the decision to cancel Starr as a dropoff point in light of these complaints. TBD.

a. Donna asked about plans to reopen the library and offer full services. Stephen said they weren't

ready to do that, that they don't have the space to allow groups in for extended periods, and that it was unclear what if any guidelines there were for indoor meetings. He said he offered the

Director's Report – Stephen said that Field Goods CSA had announced that they would cancel Starr

Parkinson's support group use of the backyard and bathrooms but did not provide any other details about the library's plan for rebooting programs.

V. **Claims and Warrants**-Motion to approve payments of claims and warrants: Karen. Second, David.

Passed unanimously.

Friends Report – Stephen Frost reported that they are planning to have another book sale in the month of May, and that he would give us details on the dates of the sale. He reported that the last sale generated about \$4000, twice as much as anticipated.

VI.

VII.

- **Long Range Planning:** Donna Warner said that there had been no meetings this month as we wait for Paul Mays to put together his plans based on the community meetings. The LRP committee will meet with Paul Mays on Friday, May 14, at 1pm. Donna confirmed that Craig and Martha have joined the LRP committee. Donna reported that she welcomes more feedback *through the end of the week* on the value statements she drafted from the special session. She noted that we are not in compliance with NYS standards which required an LRP by January 1, 2021. She asked the heads of the committees that have not yet set their actionable goals for the LRP to send her their reports for the LRP as soon as possible. Donna noted that some members of the LRP toured Brookmeade's

new pavilion. She proposed that we have a complete draft of the LRP by the end of May, and that she would like to step down from heading up the LRP committee at the end of June. Someone else will have to step into that role at that point and take over implementation of the plan and make decisions on how and whether to go forward with expansion / renovation plans. She also mentioned that the survey report was given to the library for posting on the website in February to be posted but that it hasn't been posted yet. Stephen said there was a space for "Starr Reimagined" materials in the redesign of the website set to be launched at the end of June, but the question of posting the survey report earlier than that was left unresolved.

- **Nominating Committee:** Donna reported that the call for applicants to fill the two vacant trustee seats went out to the full mailing list; there are now twelve complete applications. George, Al, and Donna are holding 20-minute interviews with the 12 candidates on May 6 and May 11. She said that the goal was to bring candidates to the May meeting to meet the full board. She said it was not clear when they would actually join the board. Karen said that she wanted to make sure that the nominating committee did its "due diligence" in diversifying the board before the 414 vote. A conversation ensued about dealing with diversity and inclusion in a holistic way. Everyone is committed to that and we agreed that diversity, equity and inclusion should be part of the long-range plan.
- **Buildings and Grounds:** Committee chair George Baker reported that Starr has been invited to take part in a discussion about the proposed path to Rhinecliff with ATRA, the company overseeing that project. He reported that Dave's Tree Services has been engaged to remove a bunch of felled logs and volunteer trees along the west edge of the property. George proposed doing a tree inventory of Starr's grounds, possibly involving the Scouts, in order to better maintain the trees on Starr's property. George reported on a special buildings and grounds meeting about a pollinator garden that the library had agreed to put in a couple of years ago after accepting funds from local school children to do so. Nan had been planning to break ground on the garden in early April, but she never informed the Buildings and Grounds

Committee Reports

committee about it, and the meeting got quite heated when the committee asked for details about the location, dimensions, and upkeep of this garden. Plans were halted and the issue remains unresolved. George also mentioned Cecily Frazer's donation of a magnolia tree, and inscribed boulder, as a memorial for a deceased friend. Stephen had the tree planted, but it ended up being on Thompson Mazarella Park grounds, not on Starr property. Stephen said that he felt he thought the right thing to do was to accept the tree and inscribed boulder given the status of the people involved and a precedent for accepting such donations without needing board approval. A discussion ensued wherein Al said that the board previously deferred such decisions to the director. Donna mentioned that the gift policy was not followed. Craig pointed out that the fact that the donors' status in the community should not have been a factor in the acceptance of the gift. Al requested permission to talk to Town Supervisor Elizabeth Spinzia about what to do about it. David made a motion to give Al permission to talk to Elizabeth and

ask if the town will take over the care and maintenance of the memorial (the tree and the rock). Motion passed: 9 in favor, 2 opposed. George talked about needing new exterior lights for safety purposes. Stephen said he contacted Rondout Electric to find lamps that match the ones we already have and to only fix the damaged ones, but he has not heard back from them. He said that Paul Mays has provided two models of lights, and he agreed to ask Mays again about the pricing of the replacement lights. George emphasized the need to get this done ASAP for safety purposes.

- **Children's programming.** Shea reported that she and Stephen and Brooke interviewed a great candidate for the new half-time children's programmer. Stephen reached out to her to offer her the job, but she has not yet returned his calls. Stephen agreed to tell us if / when she accepts.
Al made a motion to offer her the job of children's programmer at 20 hours/ week and \$18 /hour: Second Karen. Passed unanimously.
- **Web site improvements.** Stephen reported that progress was being made on the website. He reported that the library has once again retained Ashworth Creative to make improvements and changes to the design and navigation, and that staffer Rowan has taken the lead on organizing the staff to create the needed text and find locally sourced images to fill out the site. Projected launch date is late June.

IX New business

a.

b.

Due to the length of the current meeting, the board agreed to reschedule tonight's proposed Board to **Tuesday, May 4, at 4pm**. Donna asked all trustees to read the Trustee Handbook, the 2021 state standards for libraries and the most recent Starr Library bylaws.

George said that Timely Signs has repositioned the sign in front of the library to point pedestrians onto the path that leads straight to the library rather than onto Traver Lane. He suggested that the library should have a bigger sign with the name of the library on it on or in front of the library, but that this could be discussed at a later date.

Motion to adjourn: Meeting ended at 7:48pm. Motion to approve, Craig. Second Karen.

X