

STARR LIBRARY BOARD OF TRUSTEES

68 WEST MARKET STREET

RHINEBECK, NY 12572

NOTICE OF MEETING Thursday, September 29, 5:30 PM

Trustees Present: David Lavallee, Shea Dean, Laura Selicaro, Andrew Schulkind, Karen Unger, Craig Oleszewski, and Director Jaclyn Savolainen

Trustees Absent: Eric Steinman, Martha Gershun

Friends Representative: Stephen Frost.

- I. Call to order and review of agenda
- II. Public Comment Period
- III. Secretary's Report-Minutes from August meeting

Shea mentioned that there were two more MHLS trustee education sessions this year:

Thurs, Oct 13: [Financial & Fiduciary Responsibilities \(MHLS Trustee Education Series\)](#)

[10:00 am - 12:00 pm](#)

Thurs, Oct 27: [Pathways to Sustainable Funding \(MHLS Trustee Education Series\)](#)

[10:00 am - 12:00 pm](#)

Jaclyn added that other types of training sessions count toward the state requirement. *Note: Secretary to make a list of these opportunities and add them to calendar.*

Motion to accept: Craig. Second: Karen. Passed unanimously.

- IV. Treasurer's Report – attached

The budget proportion as of August is 66%. We've reached 93% of our projected income for the year. This is because we received our tax disbursement earlier in the year and other sources of income are not as great. Payroll continues to be the most significant expense. That is on target with the budgeted amount at 67% The endowment balance has declined since January when it was at approximately 1.7 million. It reached its lowest point back in June at around \$1.3 million. That has now increased slightly to 1.4 million, still down over the course of the year but not reflecting the recent decline in the broader market. This is likely due to the fact that the library has made very conservative decisions about the investment status of the endowment over time.

Motion to accept: Karen. Second Laura. Passed unanimously.

- V. Director's Report – attached

In addition to attached report, Jaclyn mentioned that the displays are getting a lot of attention. Bottle-cap “painting” behind the circ desk, made by the Rec campers 8 years ago, and other recycled art, banned books (FB post about it garnered more than 6K views – more than any other ever), Frida Kahlo, biomimicry. Also she said that they’ve brought back the puzzle table and have introduced a knitting table. Book club has substantially grown to the point we might need to add more book clubs.

We discussed remaining work to be done in the basement – mainly furniture. Most work is done.

Jaclyn mentioned that she is convening the teen advisory board this month to discuss ways to use the new teen space.

VI. Friends’ Report

- a. Stephen Frost reported that between Jan 1 and Sept 21, the Friends have given the library \$10K for books, \$2500 for the children’s summer program, \$1500 each for ebooks and large-print books, \$700 for museum passes, and \$500 for filling the water cooler.

VII. Claims and Warrants – presented on the table for view.

Motion to accept claims and warrants: Craig, Karen second. Passed unanimously.

VIII. Standing Committee Reports

- a. B&G – report attached. Craig delivered the buildings and grounds report.
 - i. Motion to spend \$5000 to \$7000 to put up a shed behind the library to house book bike (currently ordered) and other items that need to be stored. Craig. Second, Karen. Passed unanimously.
 - ii. B&G approved \$1K expense for teen laptop bar.
 - iii. We talked about removing the low stone “benches” behind the library. They may have been child-sized for story time but now they are trip hazards. Someone has added fluorescent tape to them to make them more visible.
 - iv. Paul Mays has agreed to present his most recent rendering of his latest library plan at the beginning of the October 27 board meeting, for an additional \$1000 fee. Motion to reengage Craig. Second Karen. Passed unanimously.

IX. Ad Hoc Committee Reports

- a. Nominating committee: David reported that we have five applications so far and that the nominating committee will meet this month to discuss them and to begin the interview process.
- b. Fundraising: Karen reported that she connected trustees of the Thompson Trust with Jaclyn and that they’d be having lunch next week.

Correspondence - NONE

X. Old Business

- Resumption of Expansion Project – See above under B&G. Paul Mays will be returning with a more complete rendering of his most recent design, including elevations.
- Jacklyn said that Michelle has happily accepted the full-time job. Craig moves to allow David and Jaclyn to handle personnel issues related to Michelle’s coming on full time. Second Karen. Passed unanimously.

XII. New Business

- A. Board Committee Structure –It was agreed that we have too many committees for a board our size. It was decided that we should combine committees and keep membership to four or fewer. New configuration:
- *Combine fundraising and PR*
 - *Combine Personnel and Governance*
 - *Keep Buildings and Grounds as is.*
 - *Keep Nominating Committee as is.*
- B. It was further noted that the Executive Committee would handle the formation of an Advisory Board and would arrange a session with the Friends mediated by Rebekkah Smith Aldrich.
- C. In addition, it was decided that the Governance Committee would take the lead on crafting written policies and initiating charter reform that would bring official board from 11 to 9 members.

XIII. Public Comment Period

Kathy Golden of the public asked what is happening with the board retreat? This is an idea that has been kicked around for a long time. Karen explained that it was canceled once due to Covid restrictions. Board agreed to try to plan a new retreat.

Jaclyn mentioned her desire to bring her daughter Anna on as a paid page. She has volunteered for 50 hours. The board discussed whether this was an open position to which the public had ample access. Jaclyn said that traditionally volunteers after a while were brought on as paid pages without posting the job officially. She said that the volunteer position is posted at the high school so that students can get in their community service requirement. Shea asked if students knew that this volunteer position could become a paid job. Jaclyn said the adviser might tell students this, but it wasn't clear that it was posted public knowledge. Julie Zito of the public voiced her opinion that the library could recruit young workers with demonstrated need, or who are in groups underrepresented in the library. The board asked Jaclyn to wait before bringing her daughter on the payroll so that we can discuss the issue. It was agreed that we should have a statement in our Policies dictating our position on such situations.

XV. Adjournment

Motion to Adjourn, Craig. Second Karen. Passed unanimously.

Meeting Adjourned at 6:35pm.

Next Meeting Date Thursday, October 27, 5:30 PM