

**STARR LIBRARY BOARD OF TRUSTEES**

**68 WEST MARKET STREET**

**RHINEBECK, NY 12572**

**NOTICE OF MEETING Thursday, January 25, 2024, 5:30 PM**

**Trustees Present: Jay Burgess, Laura Charles, Valerie Jacob, Erin Humbaugh, David Lavallee, Craig Oleszewski, Laura Selicaro, Andrew Schulkind, and Director Jaclyn Savolainen.**

**Absent: Eve Wood**

**Friends Representative: Stephen Frost**

I. Call to order and review of agenda: David Lavallee, Chair, called the meeting to order at 5:30pm.

II. Public Comment Period –

No comments.

III. Minutes from the December meeting: Valerie Jacob noted that there were no comments on the draft minutes. A motion was made to approve the minutes, which motion was seconded and unanimously approved.

IV. Treasurer's Report –

Craig Oleszewski presented his report for the year 2023, previously provided to the Trustees in advance of the meeting, and noted that total income exceeded 2023 projections by 8% due to the highly successful gala, certain large donations and the generous contributions of The Friends. Craig further noted that Starr Library's biggest expense, payroll, was down approximately 1% due to efficient scheduling and reorganization of maintenance and non-library services to contract. As previously noted in prior reports, less was spent on the purchase of books than projected but no other expenses, except as noted. Lastly, Craig reported that the current checking account had a balance of \$116,545, with approximately \$39,000 in the Starr Library's second account. A discussion ensued among the Trustees and all questions asked were appropriately answered. A motion was made to approve the Treasurer's Report, which motion was seconded and unanimously approved.

V. Director's Report –

Jaclyn then provided the Director's report which had been previously provided to the Trustees in advance of the meeting. Topics addressed included the following, all of which topics were addressed in Jaclyn's report:

Jaclyn reported on the Starr library programs which overall had been a great success in 2023 with high attendance at the Library's various events, including December

attendance numbers which were boosted by Sinterklaas with approximately 500 people attending the kick-off to the parade. The Director particularly noted that the prior Sunday was the first Sunday opened since the start of Sunday openings and was pleased with the attendance and favorable commentary, especially with the family yoga program during the Sunday hours at 1:30 pm. Jaclyn further noted the last art show reception doubled as a celebration of Brooke Stevens' 25 years at the Starr Library. The Trustees noted and thanked Brooke for all her years of service to the Starr Library.

Jaclyn noted upcoming events for the Trustees such as the World Read Aloud Day event on Wednesday, February 3, 2024, involving outreach to local children's book authors and illustrators, including James Gurney, Lesa and James Cline-Ransome, G. Brian Karas and others. Jaclyn also reported that there is a focus on events to be scheduled for Black History month. She further noted a new partnership with Rhinebeck at Home which including the following programs: Stroke Awareness with Northern Dutchess Hospital, Identity Theft 101 with Mid-Hudson Valley Credit Union and Elder Law and Estate Planning. Lastly, Jaclyn reported on an event scheduled for Wednesday, February 21, 2024, at Upstate Films, featuring NYT bestseller Alexis Coe and former White House Deputy Chief of Staff Alyssa Mastromonaco focusing on fictional depictions of presidents in crisis mode.

Jaclyn then gave a brief report on buildings and grounds issues, including the change in phone systems for telecommunications.

Statistics for the month of December were included in the Director's Report. The Director noted that the State annual report will be due mid-February and discussed at the next meeting.

A further discussion ensued among the Trustees about the above topics and the Director's report. All questions asked were appropriately answered.

VI. Stephen Frost reported that The Friends will host three book sales in 2024, with the first one scheduled for April 26<sup>th</sup> and 27<sup>th</sup>. Book collection has started for the April book sale.

VII. Claims and Warrants -

Craig Oleszewski presented the report to the Board. A motion was made to approve the claims and warrants, which motion was seconded and passed unanimously approved.

VIII. Standing Committee Reports – no committee meetings were held since the last Trustee's meeting.

IX. Ad Hoc Committee Reports –

Building Expansion/ Renovation Project Committee: Laura Selicaró updated the Trustees on certain meetings scheduled with designers in February. Laura further noted that the Committee members walked through the library as part of their strategic planning. A discussion ensued among the Trustees and all questions asked were appropriated answered.

X. Correspondence

None.

**XI. Old Business**

David led a discussion of the Room Use Policy which had been presented to the Trustees at the prior meeting. A discussion ensued among the Trustees and all questions asked were appropriately answered. A motion was made to approve the Policy, which motion was seconded, and unanimously approved.

**XII. New Business –**

David noted that the Open Meeting Law and Ethics Policy would be discussed at the next meeting. Public Comment Period

**XIII. Executive Session –None**

**XIV. Adjournment**

A motion was made to adjourn, which motion was seconded and unanimously approved at 6:15 p.m.

Next Meeting Date: February 22, 2024, 5:30 p.m.