

STARR LIBRARY BOARD OF TRUSTEES

68 WEST MARKET STREET

RHINEBECK, NY 12572

NOTICE OF MEETING Thursday, March 28, 2024, 5:30 PM

Trustees Present: Jay Burgess, Valerie Jacob, David Lavallee, Craig Oleszewski, Laura Selicaró, Andrew Schulkind, Eve Wood, and Director Jaclyn Savolainen.

Absent: Laura Charles, Erin Humbaugh

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 February 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 February, previously provided to the Trustees in advance of the meeting. Craig noted that we are still in the early part of the year and there was nothing unusual to report. 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 that the Library's Annual Report is now live on the website. The Trustees congratulated Jaclyn and her team on a job well done. The Trustees also discussed how best to get the widest audience for the Report.

Jaclyn then reported on various programs. Overall, the Library's programs remain strong, with very active participation. The Lunar New Year Party was popular, as was the Rhinebeck-At-Home program. Upcoming programs include a museum trip to Vassar, an eclipse viewing party, a series on low-income housing in Rhinebeck, National Poetry Month reading and Organizing Your Life.

Jaclyn updated the Trustees on the E-rate application and building and grounds topics.

As part of acknowledging the great work by the Staff of the Library, Jaclyn noted the dedication of Laila Watts who joined the Library Staff in January 2023. Laila had previously worked at both libraries in Poughkeepsie. Her activities cover a wide waterfront, including entering program statistics into the system, finalizing the entry of all new library cards, maintaining the best-selling books display and contributing many new ideas to ongoing Library planning. The Trustees expressed their sincere thanks to Laila for her dedication to the Library and contributions as a member of the Staff.

Jaclyn noted the Trustee programs in her report.

Statistics for the month of February were included in the Director's Report.

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

VI. The Friends Report - Stephen Frost reminded the Trustees that The Friends will host three book sales in 2024, with the first one scheduled for April 26th and 27th. 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

A. Fundraising Committee – Andrew reported on the status of discussions to use the Brookmeade Pavillon space for the February 2025 gala. A discussion ensued among the Trustees and all questions asked were appropriately answered. The Trustees were in favor of proceeding with the Brookmeade space, especially in light of the fact that all tables and chairs were included in addition to other positive factors.

B. Governance Committee – David reported that Eve and Valerie would be meeting with representatives of The Friends to continue discussions on an agreed Memorandum of Understanding. David, Eve, Valerie, Craig and Jaclyn reported on the very positive meeting held with The Friends representatives previously.

IX. Ad Hoc Committee Reports –

Building Expansion/ Renovation Project Committee: Laura Selicaro updated the Trustees on certain proposals and fundraising ideas. A discussion ensued among the Trustees and all questions asked were appropriately answered.

Laura left the meeting at 6:44 pm to attend a school commitment.

X. Correspondence

None.

XI. Old Business

David led a discussion of the Ethics 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 asked for approval to proceed on documenting a Memorandum of Understanding with The Friends and a corresponding amendment to the Starr Library By-Laws, each of which would be presented to the Trustees for discussion and approval at the appropriate time. David also noted that approval was requested to set-up a custodial bank account with The Friends. A discussion ensued among the Trustees and all questions asked were appropriately answered. A motion was made to approve all of the foregoing, which motion was seconded, and unanimously approved.

Jaclyn also presented the Mid-Hudson Library System proposed Memorandum of Understanding Between the Mid-Hudson Library System and Member Services, which is required to be approved and signed by each member library. A discussion ensued among the Trustees and all questions asked were appropriately answered. A motion was made to approve the foregoing and authorize the President and Director to sign on behalf of the Starr Library. Such motion was seconded, and unanimously approved.

XIII. Executive Session –None

XIV. Adjournment

A motion was made to adjourn, which motion was seconded and unanimously approved at 7:00 p.m.

Next Meeting Date: April 18, 2024, 5:30 p.m.