

STARR LIBRARY BOARD OF TRUSTEES

68 WEST MARKET STREET  
RHINEBECK, NY 12572

MINUTES OF MEETING  
Thursday May 23, 5:30 PM

1. Call to order and review of agenda:
  - *Meeting called to order at 5:34 PM.*
  - *JS added "Final Reading of Open Meetings Law" and "Representation letter" for Feasibility Study agreement.*
2. Public Comment Period *No comments.*
3. Secretary's Report:
  - *Minutes from April meeting posted in the Google Drive folder:*
  - *No comment on Minutes from April meeting. Eve moved to accept. Erin seconded. Passed without objection.*
4. Treasurer's Report: *Treasurer gave satisfactory report of Starr's current operating finances with \$250k in checking, \$39,000 in M&T, \$125,000 encumbered in a CD until September and \$1.584M in endowment. Current intent is to have donated funds underwrite the expansion feasibility study. Friends joint account will reside at M&T to spread the deposits equitably. Eve moved to accept, Laura Charles seconded. Passed without exception.*
5. Director's Report: *Jaclyn read from the submitted report. See appended. Of note, there were some positive reports on the railings. Tree commission cut down the wrong tree. New trees will be replanted. Chelsea Fitzgerald is newly on staff and we are happy to have her.*
6. Friends' Report: *No representative from the Friends was present at the meeting and no report was submitted.*
7. Claims and Warrants: *Treasurer recommended the payment of the claims and warrants. Eve made motion to accept, Laura Charles seconded. Motion passed unanimously.*
8. Standing Committee Reports and Anticipated Action Items: *David asked if we could regularize the standing committee reports. Committee chairs should report the date of meetings, who was in attendance and summarize what was discussed and offer any motions.*
  - *PR Committee did meet and discussed messaging for the upcoming expansion and feasibility study. Drafts are available on the drive, please weigh in and offer any comments.*
  - *Fundraising met and discussed capital campaign. Meeting with Skolnick will clarify fundraising aims. JS met with someone with fundraising expertise who will volunteer to help map out, brainstorm and organize efforts to get the campaign started. Small and local grants might be productive and helpful. Benefit gala will be in Feb 2025.*
  - *B&G did not meet this month but will meet on June 11<sup>th</sup> to discuss building plan.*

- *Expansion did not meet this month, but now that funding is available and Skolnick will be executing both phases of the project once the contract is executed. Laura Selearo made the motion to proceed with the second phase of the project (approximately \$165,000 total) Erin seconded. No discussion and the motion passed unanimously. Representation Letter: Starr shall retain the firm of J&G Law to represent the library in legal matters pertaining to the construction and financing of an building expansion to the library at a rate of \$250 plus costs and disbursements. Laura Charles made the motion Laura Selearo seconded. All present voted in favor.*
  - *Finance Committee raised a motion to accept the final draft to the investment policy with a recent change to the language allowing TIAA to invest a percentage of Starr's endowment funds in TIAA's own mutual funds. Craig raised the motion to accept the changes. Eve seconded. All voted in favor.*
  - *Final reading to change the bylaws to combine the executive committee with the governance and personnel committees, as there are too many committees for the board population and the membership is the same. Craig moved to accept. Laura Charles seconded. All voted in favor*
  - *MOU with Friends of the Library and associated bylaw changes: Eve presented the latest draft of the M.O.U. that was largely crafted by the Friends and has made a resounding accord. Eve made the motion to accept. Laura Selearo seconded. Jay brought up the fact that Friends of Starr are having a membership drive. All board members are encouraged to join and attend book sale events. Motion to accept the M.O.U. was unanimously approved.*
  - *Final reading of Open Meetings Law Policy: Jaclyn reiterated the adoption of the open meetings law into Starr policy. Craig made a motion to accept. Erin seconded. Motion carried unanimously.*
13. *New Business: Upcoming meeting dates. June 27<sup>th</sup>. July 25<sup>th</sup> will proceed as previously planned. August meeting will be moved to the 29<sup>th</sup>. September 26<sup>th</sup> will be held as previously planned.*
14. *Public Comment Period: Jacklyn read an anonymous letter thanking Starr for providing the handrail out front.*
15. *Adjournment at 6:51*

Next Meeting: June 27, 5:30 PM