

STARR LIBRARY BOARD OF TRUSTEES
68 WEST MARKET STREET
RHINEBECK, NY 12572
NOTICE OF MEETING Thursday, June 27, 2024, 5:30 PM

Trustees Present: Jay Burgess, Laura Charles. Erin Humbaugh, Valerie Jacob, Craig Oleszewski, Eve Wood, and Director Jaclyn Savolainen.

From The Friends: Stephen Frost

Absent: David Lavalee, Laura Selicaro and Andrew Schulkind

- I. Call to order and review of agenda: Eve Wood, Acting Chair of the Meeting, called the meeting to order at 5:30pm. Eve introduced Vivian Cahn and Martha Honey who attended the meeting to provide the Trustees with the history and background of the proposed Concert Committee which would be discussed later in the meeting. A discussion ensued and all questions asked were appropriately answered. The Trustees thanked Vivian and Martha for attending the beginning session of the meeting and providing the helpful background to the concert series.
- II. Public Comment Period –

No comments.
- III. Minutes from the May 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 month of May. Financial information for May was provided to the Trustees in advance of the meeting. Craig noted that The Friends continue to contribute to the Library and have contributed \$22,000 for the year-to-date which represents 110% of the annual budgeted amount of contributions. The Trustees noted their gratitude and gave thanks for the generosity of The Friends. Craig then updated the Trustees on revenue and expenses year-to-date, in addition to the Library’s cash position. A Craig noted that he would be stepping down as the Treasurer of the Board when a successor was appointed for personal reasons given his other commitments but would remain as a Trustee. The Trustees thanked Craig for all his hard work and guidance in updating the Library’s financial systems and investments. A discussion ensued and all questions asked were appropriately answered. A motion was made to approve the Treasurer’s Report, which motion was seconded and unanimously approved.

- I. Director’s Report –

Jaclyn then provided the Director’s report which had been previously provided to the Trustees in advance of the meeting. Jaclyn highlighted for the Trustees that attendance remained strong, although a little behind attendance in April. Programs included Photographer/Author Lowell Handler, Molly Prentiss in Conversation with Rachel Ephraim, Fiction Workshop, Memoir Writing Workshop, RCSD Art Show, Printmaking Workshop, Jay & Molly (folk concert) and Filmmaking 101. She also noted that the Summer Reading Program would kick-off on June 28th, the Hudson Valley Chamber Musicians would be playing on July 7th, along with the E River Blues Band as part of the concert series on July 20th. Jaclyn further noted that the contract with Skolnick had been signed and work had commenced. Jaclyn led a discussion on thoughts on circulation and trends.

Statistics for the month of May were included in the Director’s Report. Jaclyn then led a further discussion on the types of reports prepared for the Trustees and offered some suggestions for future reporting. The Trustees thanked Jaclyn for her thoughts and presented their views on adding additional information comparing year-over-year statistics, in addition to comparisons to the prior month.

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

- I. Friends Report – Stephen reported on the next book sale event scheduled for July 26 and 27. He noted that The Friends have been receiving many book donations.
- II. 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.

I. Standing Committee Reports -

A. Fundraising Committee – Erin provided background on initiatives underway for fundraising planning. Jaclyn also provided detail on a mapping program that had been started, highlighting various connections with members of the community and otherwise. Erin noted that she has started contacting caterers and organizing other planning initiatives. Both Eve and Erin reported on their visit to the Bronx Botanical

B. Building and Grounds Committee – Craig reported on various items such as telecom topics, curb work, air conditioning units and yard drainage. There were no other updates.

IX Ad Hoc Committee Reports –

Building Expansion/ Renovation Project Committee: Laura Charles provided the Trustees with an update on community engagement and Jaclyn added to such update. Sessions with students had been very productive. Various meetings Skolnick has held with individual constituencies also have been very positive and helpful. The Trustees discussed next steps. A discussion ensued and all questions asked were appropriately answered.

X. Correspondence -

Jaclyn reported on various emails and thank you notes which had been received by the Staff .

X Old Business -

Eve discussed the status of the MOU with The Friends which would be voted on by The Friends at their next meeting. The Trustees spoke about experiences each had at the Farmers’ Market. A discussion ensued on furthering the Library’s presence at the Market in the future.

XI New Business –

Valerie discussed the proposed Concert Committee MOU which had been previously sent to the Trustees in advance of the meeting. She reported on the history of receiving a grant for the concert series and Starr Library’s support in achieving the grant. Eve noted for the Trustees that she and Valerie had met with the committee members, as have Jaclyn and David. Valerie further discussed the terms of the MOU. A discussion ensued among the Trustees and all questions asked were appropriately answered. A motion was made to approve the MOU, which motion was seconded and passed unanimously approved. Valerie further noted for the Trustees that the By-Laws would need to be amended to incorporate the Concert Committee as a Committee of the Corporation which could be accomplished at a later meeting.

XII Executive Session – None

XIII Adjournment -

A motion was made to adjourn, which motion was seconded and unanimously approved at 7:10 p.m.

Next Meeting Date: July 25, 2024, 5:30 p.m.