

**STARR LIBRARY BOARD OF TRUSTEES**

**68 WEST MARKET STREET**

**RHINEBECK, NY 12572**

**NOTICE OF MEETING Thursday, April 24, 2025, 5:30 PM**

**Trustees Present: Jay Burgess, Laura Charles, Erin Humbaugh, Valerie Jacob, Al Ragucci, Jim Ruderman, Laura Selicaro, Andrew Schulkind, Eve Wood, and Director Jaclyn Savolainen. Mimi Joh Carnella was absent and provided apologies. Stephen Frost attended on behalf of The Friends as its President and Representative.**

I. Call to order and review of agenda: Eve, President of the Board, called the meeting to order at 5:30 pm.

II. Public Comment Period

No comments.

III. Minutes from the March meeting: Valerie 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

Andrew presented the report for the month of March. Financial information for such period was provided to the Trustees in advance of the meeting. Andrew updated the Trustees on the balances in the different bank and investment accounts. A discussion ensued, including with respect to investment and money-market account strategies, 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. A number of programs were highlighted in Jaclyn's report. She noted that the First Roger Phillips Concert was a success as the standing room only crowd listened to Prof. Raman Ramakrishan & the Bard Chamber Quintet. She further noted that the 2024 Year in Review Report was completed and on the website. Printed copies were available. The Trustees complimented Jaclyn on the Report.

Statistics for the month of March 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. Friends Report

Stephen reported on behalf of The Friends the results of the last book sale held on April 4/5. He noted that the total amount raised was approximately \$8,400. The Trustees thanked Stephen for all the efforts expended by members of The Friends to make the book sales successful.

## VII. Claims and Warrants

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

## VIII. Committee Reports

Fundraising Committee: The minutes of the last meeting of the Fundraising Committee were distributed to the Trustees in advance of the meeting. Erin gave a fulsome report on various strategies and initiatives on which the Fundraising Committee is working, including with respect to the Annual Gala to be held on October 4<sup>th</sup> and donor/fundraising initiatives. A discussion ensued among the Trustees, and all questions asked were appropriately answered.

Public Relations Committee had no updates.

Concert Committee had no updates.

Finance Committee: The minutes of the last meeting were distributed to the Trustees in advance of the meeting. Andrew reported that the Committee had met with the Library's account manager at TIAA to discuss market conditions and various investment trends. At such meeting, Committee members discussed with the TIAA manager investment approach, bond investment durations and certain other investing strategies, in addition to market conditions. The Committee also discussed amongst themselves various ideas related to increasing the Library's operating reserve over time. Andrew then reported to the Trustees that the Committee had discussed the allocation of funds received from the Janet Mills bequest of \$65,000. Of such amount, \$5,000 has been allocated for the operating reserve. The Committee recommended to the Board that of the remaining unallocated amount, \$40,000 be allocated to the endowment and the balance be allocated for the operating budget. A discussion ensued among the Trustees, and all questions asked were appropriately answered. A motion was made to approve such recommendation, which motion was seconded and unanimously approved.

Building & Grounds Committee: Al reported that the Committee would be reviewing possible infrastructure improvements.

## IX. Correspondence

Jaclyn noted favorable communication which had been received.

## X. Old Business

Jaclyn reported to the Board that sufficient signatures had been received to place on the Town of Rhinebeck's ballot the question of overriding the annual tax levy cap. A discussion ensued among the Trustees, and all questions asked were appropriately answered. A motion was made to approve the resolutions on Appendix A, which motion was seconded and unanimously approved.

## XI. New Business

Eve noted that the first item under New Business had been discussed in connection with the Finance Committee's report.

Jaclyn then led a discussion of the adoption of a new policy entitled "Film and Photography Policy," a draft copy of which had previously been distributed to the Trustees in advance of the meeting. A discussion ensued among the Trustees, and all questions asked were appropriately answered. Jaclyn noted that such Policy would be presented at the next Trustees' meeting for adoption.

Jaclyn then led a further discussion of the adoption of a new policy entitled "Meeting Room Policy and Guidelines," a draft copy of which had been previously distributed to the Trustees in advance of the meeting. A discussion ensued among the Trustees, and all questions asked were appropriately answered. Jaclyn also noted that this Policy would also be presented at the next Trustee's meeting for adoption.

XII. Public Comment Period

None.

XIII. Executive Session

At 7:00 p.m., the Trustees went into Executive Session to discuss certain personnel topics. The Executive Session ended at 8:00 p.m.

XIV. Adjournment

There being no other business to conduct, a motion was made to adjourn, which motion was seconded and unanimously approved at 8:00 p.m.

Next Meeting Date: May 22, 2025 at 5:30 p.m.

APPENDIX A

Resolutions Adopted by the Board of Trustees of the Starr Institute

WHEREAS, there has been presented to the Board of Trustees of the Starr Institute, a petition signed by qualified voters of the Town of Rhinebeck, County of Dutchess, State of New York, in a number exceeding 25, asking that the following question be place upon the ballot and voted on at the next general election of the Town of Rhinebeck:

SHALL THE ANNUAL CONTRIBUTION OF THE TOWN OF RHINEBECK FOR THE OPERATING BUDGET OF THE STARR LIBRARY BE INCREASED BY EIGHTY-TWO THOUSAND DOLLARS (\$82,000) TO THE SUM OF FIVE HUNDRED FORTY-SIX-THOUSAND AND EIGHT HUNDRED DOLLARS (\$546,800) ANNUALLY?

And

WHEREAS, the endorsement of this Board of Trustees of the Starr Library is required before such question may be placed upon the ballot;

NOW, THEREFORE, BE IT RESOLVED, that this Board of Trustees hereby endorses the petition presented to it and directs that the following question be voted on at the next general election of the Town of Rhinebeck;

SHALL THE ANNUAL CONTRIBUTION OF THE TOWN OF RHINEBECK FOR THE OPERATING BUDGET OF THE STARR LIBRARY BE INCREASED BY EIGHTY-TWO THOUSAND DOLLARS (\$82,000) TO THE SUM OF FIVE HUNDRED FORTY-SIX-THOUSAND AND EIGHT HUNDRED DOLLARS (\$546,800) ANNUALLY?

Thereupon the resolution was passed by a vote of nine (9) in favor, none opposed.