

STARR LIBRARY BOARD OF TRUSTEES

68 W. Market Street
Rhinebeck, Ny 12572

NOTICE OF MEETING **Thursday, January 22, 2026, 5:30 PM**

AGENDA

1. Call to Order and Review of Agenda
2. Public Comment Period
3. Secretary's Report
4. Treasurer's Report
5. Director's Report
6. Friends Report
7. Claims and Warrants
8. Standing Committee Reports and Anticipated Action Items
9. Ad Hoc Committee Reports
10. Correspondence
11. Old Business
 - a. Review recommended modifications to 2026 budget
12. New Business
13. Public Comments
14. Executive Session (if needed)
15. Adjournment

Next Meeting Date: February 26, 2026, at 5:30 p.m.

**STARR LIBRARY BOARD OF TRUSTEES
68 WEST MARKET STREET
RHINEBECK, NY 12572**

NOTICE OF MEETING Thursday, December 18, 2025, 5:30 P.M.

Trustees Present: Jay Burgess, Erin Humbaugh, Mimi Joh-Carnella, Al Ragucci, Jim Ruderman, Laura Selicaro, Andrew Schulkind, and Director Jaclyn Savolainen. No representative attended the meeting on behalf of The Friends. Laura Charles and Eve Wood sent their apologies. Valerie Jacob arrived late.

1. Call to Order and Review of Agenda: Al, vice president of the board, stood in for Eve to lead the meeting and called the board to order at 5:30 p.m.
2. Public Comment Period: There were no comments.
3. Secretary's Report: With Valerie not yet present, Jaclyn indicated that there were no comments on draft minutes from the November meeting. The draft minutes were previously distributed to the trustees. A motion was made to approve the minutes. The motion was seconded and unanimously approved.
4. Treasurer's Report: Andrew presented the report for November. Financial information for the month was advanced to the trustees. Andrew reported that the financials to date were tracking the budget for the year. He updated the trustees on balances in the library's bank and investment accounts. The trustees discussed various items. All questions were appropriately answered.
5. Director's Report: Jaclyn offered her report for November. The report was sent to trustees prior to the meeting. Numerous programs were highlighted, including the upcoming *Getting Organized Despite Yourself: Bullet Journaling with Jaclyn Savolainen* and *Queer Horror Book Club: Carmilla by Joseph Sheridan Le Fanu*.

Trustees were informed that C-SPAN cable network had visited the library for two hours to film an event hosted by Starr. The event was an author conversation with Eve M. Kahn on December 17, *Queen of Bohemia Predicts Own Death: Gilded-Age Journalist Zoe Anderson Norris*. Jaclyn's report gave further detail on numerous existing and new programs.

Her report further indicated that she and key staff, responding to requests from new patrons, developed a pamphlet, *Welcome to Starr Library*. The trustees were very positive about this initiative.

Statistics for November were included in the director's report.

A further discussion ensued among the trustees. All questions asked were appropriately answered.

6. Friends' Report: No representative attended for The Friends.
7. Claims and Warrants: Andrew presented the report to the board. A motion was made to approve the claims and warrants. The motion was seconded and passed unanimously.
8. Committee Reports: None of the committees met since the last board meeting.
9. Ad Hoc Committee Reports: As the board liaison to the Roger Phillips Concert Committee, Mimi stated that the group recently held a meeting to wrap up the second season of this popular program. The season was seen as positive, and planning will soon be underway for season three. In addition, Mimi in her board liaison role as an advocacy ambassador for the library with MHLA and NYLA stated that efforts are ongoing to support federal and state funding for libraries. She asked that trustees watch for opportunities to advocate for these important initiatives.
10. Correspondence: There was none.
11. Old Business:

- a. Jaclyn presented new streamlined summaries of budget expense lines and income sources for the budget—2025 to-date and the proposed spending plan for 2026 that the trustees approved at the November meeting. A noteworthy change in budgeting for 2026 that Jaclyn highlighted is that health insurance for the three full-time library employees is forecast to rise by more than 27 percent. During a discussion, the trustees expressed gratitude for the summarized materials. Several questions were put forth, and each was appropriately answered.

12. New Business:

- a. Vote on Officers: Al noted to the board that the Nominating Committee had selected for consideration a slate of officers for the 2026 calendar year. A discussion ensued among the trustees, and all questions asked were appropriately answered. A motion was made to adopt the resolutions attached as Appendix A. The motion was seconded and unanimously approved.
- b. 2026 Closure Dates: Jaclyn quickly reviewed proposed Starr Library closure dates for 2026 that were previously distributed to the trustees. There was a short discussion and questions were appropriately answered. A motion followed, and it was seconded and unanimously approved.

13. Public Comment Period: There were no comments.

14. Adjournment: Before moving to adjourn, Al spoke for the trustees in expressing strong appreciation for the service and immense contributions to the library and community made by both outgoing trustees Eve (president) and Valerie (secretary). The trustees energetically echoed this tribute. There being no other business to conduct, a motion was made to adjourn. The motion was seconded and unanimously approved at 6:45 p.m.

Next Meeting Date: January 22, 2026, at 5:30 p.m.

APPENDIX A

SUBJECT TO APPROVAL AND REVISION

SUBJECT TO APPROVAL AND REVISION

Whereas, the By-laws of Starr Library provide that the Nominating Committee shall present a slate of officers at the meeting of the Board of Trustees held in December to hold such offices for the next calendar year or until successors are elected;

Whereas, the Nominating Committee presents to the Board for election the following slate of Trustees as officers of Starr Library for the office set forth opposite such Trustee's name:

President – Andrew Schukkind

Vice President – Al Ragucci

Treasurer – Jim Ruderman

Secretary – Jay Burgess

each to hold office for the 2026 calendar year or until such officer's successor is elected;

Whereas, to elect such individuals to the recommended positions, the Board adopts the following resolutions:

RESOLVED, that Andrew Schukkind is hereby elected and approved as President of Starr Library for a one-year term ending on December 31, 2026 or until his successor is elected;

RESOLVED, that Al Ragucci is hereby elected and approved as Vice President of Starr Library for a one-year term ending on December 31, 2026 or until his successor is elected;

RESOLVED, that Jim Ruderman is hereby elected and approved as Treasurer of Starr Library for a one-year term ending on December 31, 2026 or until his successor is elected;

RESOLVED, that Jay Burgess is hereby elected and approved as Secretary of Starr Library for a one-year term ending on December 31, 2026 or until his successor is elected;

RESOLVED, that the President, Vice President, Treasurer and Secretary of Starr Library be, and each of them hereby is, authorized, directed and empowered to execute any applications, certificates, agreements or any other instruments or documents or amendments or supplements to such documents, or to do or cause to be done any and all other acts and things as such officers, in their discretion, may deem necessary or advisable as appropriate to carry out the purpose of the foregoing resolutions; and

RESOLVED, that any banking resolutions or resolutions required to be adopted by any other financial institution related to the election of officers as set forth above shall be deemed adopted as if approved with the foregoing resolutions.

Starr Library

Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L

January - December 2025

		TOTAL		
		ACTUAL	BUDGET	% OF BUDGET
Revenue				
4001 Local Public Funds		464,987.10	464,800.00	100.04 %
4002 MHLs Cash Grants		2,160.00	2,100.00	102.86 %
4005 Restricted Grants		26,220.00	25,000.00	104.88 %
4006 Unrestricted Grants & Donations				
4006.01 Annual Appeal		73,247.86	55,000.00	133.18 %
4006.02 Unsolicited Donations		22,568.44	15,000.00	150.46 %
4006.03 Galas & Auctions		59,608.27		
Total 4006 Unrestricted Grants & Donations		155,424.57	70,000.00	222.04 %
4007 Programs			3,000.00	
4007.01 Friends' Book & Art Sales		32.50		
4007.03 Program Book Sales		701.84		
4007.04 Other Merchandise		1,768.90		
4007.05 Art Sales		1,792.72		
4007.06 Coffee & Tea Services		89.38		
4007.07 Room Rentals		717.00		
4007.08 Copy Fees		1,945.00		
4007.09 Concert Door Donations		756.50		
Total 4007 Programs		7,803.84	3,000.00	260.13 %
4008 Library Charges		3,336.79	2,000.00	166.84 %
4009 Interest & Dividends		3,443.86	2,000.00	172.19 %
4010 Distributions from Endowment			56,000.00	
4500 Transfers In		0.00		
4500.07 Transfer from MM to Checking (deleted)		0.00		
Total Revenue		\$663,376.16	\$624,900.00	106.16 %
GROSS PROFIT		\$663,376.16	\$624,900.00	106.16 %
Expenditures				
5001 Staff Expenses		449,224.46	441,500.00	101.75 %
5002 Collection Expenses				
5002.01 Print		32,347.09	37,500.00	86.26 %
5002.02 Electronic		24,389.51	25,000.00	97.56 %
5002.03 Other		1,040.20	1,200.00	86.68 %
Total 5002 Collection Expenses		57,776.80	63,700.00	90.70 %
5004 Building & Equipment				
5004.01 B&E Repairs		8,248.57	10,000.00	82.49 %
5004.030 Utilities			26,750.00	
5004.031 Electric		15,295.94		
5004.032 Propane		5,208.80		
5004.033 Water		798.00		
5004.039 Telecommunications		3,760.61		
Total 5004.030 Utilities		25,063.35	26,750.00	93.69 %
5004.04 Commercial Insurance			13,000.00	
5004.041 Package		7,782.49		

		TOTAL		
		ACTUAL	BUDGET	% OF BUDGET
5004.042 Auto	450.00			
5004.043 Umbrella	3,209.00			
5004.045 Directors	1,428.00			
Total 5004.04 Commercial Insurance	12,869.49	13,000.00		99.00 %
5004.09 Other B&E Expenses		35,000.00		
5004.091 Security	3,536.36			
5004.092 Trash	1,770.32			
5004.093 Janitor	17,850.00			
5004.094 Snow Removal	1,965.99			
5004.095 Lawn	4,098.29			
5004.096 Elevator	5,810.50			
5004.097 Fire Protection	430.00			
5004.098 Tree Service	5,000.00			
5004.099 Building Supplies	1,466.37	1,250.00		117.31 %
5004.100 HVAC Contracts	1,835.00			
5004.101 Library Furnishings	495.92			
Total 5004.09 Other B&E Expenses	44,258.75	36,250.00		122.09 %
Total 5004 Building & Equipment	90,440.16	86,000.00		105.16 %
5005 Miscellaneous				
5005.01 Program Expenses	9,993.16	8,500.00		117.57 %
5005.02 Professional Fees	4,784.19	4,000.00		119.60 %
5005.03 Fundraising Expenses				
5005.031 Annual Appeal	1,532.66	2,000.00		76.63 %
5005.033 Gala	9,183.92			
5005.034 Other Fundraising Expenses	3,682.63	3,700.00		99.53 %
Total 5005.03 Fundraising Expenses	14,399.21	5,700.00		252.62 %
5005.04 Mid-Hudson Library System	11,050.40	9,500.00		116.32 %
5005.07 Reimbursable Fees & Expenses	244.19			
5005.08 Postage & Freight	234.00			
5005.09 Office Supplies	3,114.27	1,000.00		311.43 %
5005.11 Equipment/Technology	559.92	1,000.00		55.99 %
5005.13 Bank Service Charges	309.53			
5005.14 Advertising & Marketing	2,221.80	2,000.00		111.09 %
5005.17 Dues & Subscriptions	1,000.00	720.00		138.89 %
5005.80 Trustee Expenses	1,087.88			
Total 5005 Miscellaneous	48,998.55	32,420.00		151.14 %
5005.85 Grant Expense	2,399.70			
ScanSnap Home	0.00			
Total Expenditures	\$648,839.67	\$623,620.00		104.04 %
NET OPERATING REVENUE	\$14,536.49	\$1,280.00		1,135.66 %
Other Expenditures				
5006 Expansion	25,516.95			
Total Other Expenditures	\$25,516.95	\$0.00		0.00%
NET OTHER REVENUE	\$ -25,516.95	\$0.00		0.00%
NET REVENUE	\$ -10,980.46	\$1,280.00		-857.85 %

Statement of Activity

Starr Library
December 2025

Distribution account	Total
Income	
4005 Restricted Grants	\$270.00
4006 Unrestricted Grants & Donations	\$56,083.46
4007 Programs	\$1,060.75
4008 Library Charges	\$664.06
4009 Interest & Dividends	\$127.42
4500 Transfers In	0.00
Total for Income	\$58,205.69
Gross Profit	
Expenses	
5001 Staff Expenses	\$52,486.94
5002 Collection Expenses	
5002.01 Print	\$1,675.48
5002.02 Electronic	
5002.021 Unsponsored	3,057.54
Total for 5002.02 Electronic	\$3,057.54
Total for 5002 Collection Expenses	\$4,733.02
5004 Building & Equipment	
5004.030 Utilities	\$4,851.09
5004.04 Commercial Insurance	\$2,974.00
5004.09 Other B&E Expenses	\$4,102.92
Total for 5004 Building & Equipment	\$11,928.01
5005 Miscellaneous	
5005.01 Program Expenses	\$1,160.25
5005.02 Professional Fees	\$4,500.00
5005.03 Fundraising Expenses	\$1,660.29
5005.07 Reimbursable Fees & Expenses	10.00

Statement of Activity

Starr Library
December 2025

Distribution account	Total
5005.08 Postage & Freight	234.00
5005.09 Office Supplies	185.26
5005.13 Bank Service Charges	0.70
5005.14 Advertising & Marketing	\$35.00
5005.80 Trustee Expenses	16.99
Total for 5005 Miscellaneous	\$7,802.49
Total for Expenses	\$76,950.46
Net Operating Income	-\$18,744.77
Other Expenses	
5006 Expansion	
5006.01 Professional Fees	
5006.011 Skolnick	11.00
Total for 5006.01 Professional Fees	\$11.00
Total for 5006 Expansion	\$11.00
Total for Other Expenses	\$11.00
Net Other Income	-\$11.00
Net Income	-\$18,755.77

DIRECTOR'S REPORT

January 16, 2026

UPCOMING CALENDAR HIGHLIGHTS

- **Monday, January 26th, 12-1:30pm** - Parkinson's Support Group
- **February 3rd** - NYLA Library Advocacy Day
- **Friday, February 6th, 5pm** - Reception for Angela Basile's art exhibit
- **Saturday, February 7th** - Kids Pop-Up Valentine Making Workshop
- **Tuesday, February 10th, 5pm** - Cooking Club : Mardi Gras!!
- **Tuesday, February 23rd, 3-4pm**: Starr Tech Voyager: Introduction to Canva

PROGRAMS

- **Special Past Events**
 - **1/11**: Rhinebeck Democrats Club's Meet the Candidates Event; **1/12**: DCLA'S Queer Revolutionary: The Trials of Robert Newburgh; **1/13**: Getting Organized Despite Yourself with Jaclyn Savolainen; **1/15**: Queer Horror Book Club: Carmilla by Joseph Sheridan le Fanu; **1/17**: Hygge Afternoon for Teens and Tweens
- **Outside Groups & Partnerships:**
 - Dutchess County Office for the Aging, Rhinebeck @ Home, DCLA, the Anderson Center, Rhinebeck Historical Society
- **Ongoing:**
 - Drawing on the Right Side of the Brain, Ping Pong Pop-Up, Queer Horror Book Club, Insight Meditation Sitting Group, Lego Hour, Scrabble, Brain Games, Chair Yoga, Sound Meditation, Mahjong, Teen Tech, Starr Stitchers, Storytime, Music & Movement, Memoir Writing, All Abilities Story & Craft, Mystery Book Club, Starr Book Club, Cooking Club, The Laughing Stocks: Investment & Finance Discussion, Rhinebeck Parents Meetup

PATRON SERVICES

- Artist exhibit - Angela Basile
- Two computers donated to us to replace our two oldest PCs
- Snow and ice service interruptions: opened late 12/23, closed 12/27, closed early 1/6
- Display inviting people to make Valentine's cards for Starr at Home patrons
- Added a donated toy kitchen to the play room

BUILDING & GROUNDS

- Cindi has continued organizing staff spaces.

OUTREACH

- Contacted Hyperallergic, Chronogram, and the Daily Catch about Angela Basile's exhibition and reception on February 6th

STAFF

- December staff meeting (100% attendance and gift exchange): staff expressed the need for additional coverage on Saturdays due to increased library usage. We shared positive stories to build our story archive and boost spirits and discussed new policies as well as other topics.

FUNDING

- From Oct. 15 to Dec. 31, our annual appeal campaign generated \$72,667 in donations. If you include early 2025 donations marked for the 2024 annual campaign, the total increases to \$79,197. The median gift was \$100 across 235 donors since mid October.
- For the full year of 2025, we received \$97,730 in unrestricted donations. This excludes the benefit revenue, Friends gifts, in-kind donations, bequests, and donations designated for specific purposes such as the concerts.
- We are pursuing a few grants but still no news.

TRUSTEE EVENTS

- [MHLS Advocacy Day Briefing](#) Jan 23, 10:00 - 11:30 am
- [Trustee Handbook Book Club: Open Meetings Law](#) Jan 27, 5:00 - 6:30 pm
- [NYLA Advocacy Day](#) Feb 3, all day in Albany
- [Trustee Handbook Book Club: Freedom of Information Law](#) Feb 10, 5:00 - 6:30 pm

OTHER

- Working on Annual Report to the Community
- Who would like a group training on Google Drive?

EVENTS TO PROMOTE

- **Friday, February 6th, 5pm** - Reception for Mother's Favorite Spatula: 20 Years Of Painting By Angela Basile

CORRESPONDENCE

- Many kind notes were included with people's donations.

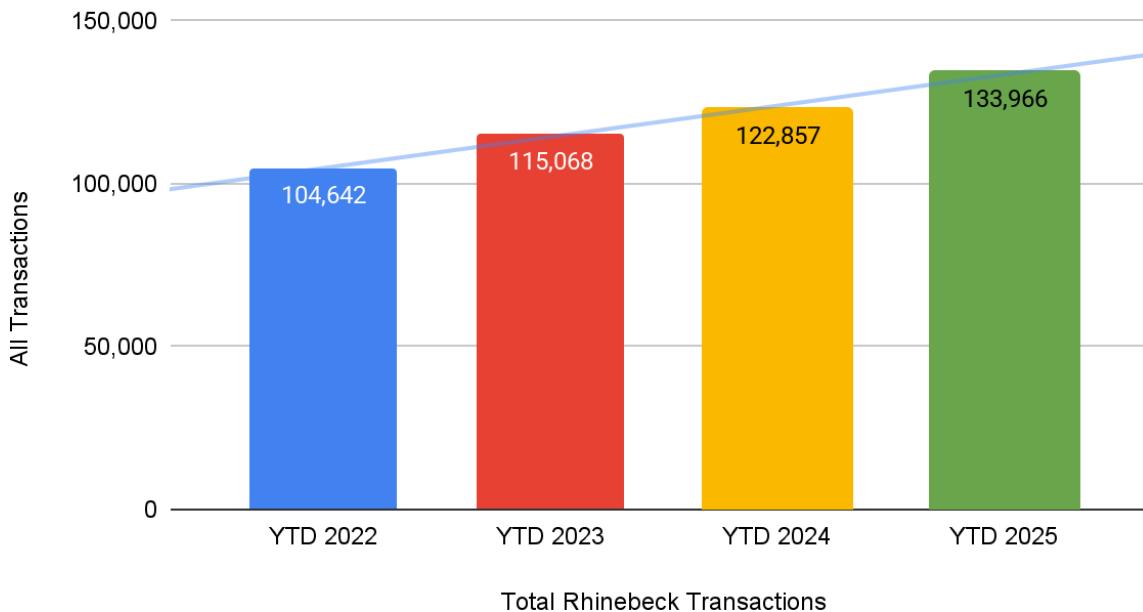
STATISTICS

Attendance	Aug	Sep	Oct	Nov	Dec
Adult & multi-age ongoing programs	744	970	1192	523	527
Children's/YA programs	661	397	173	206	186
Outside groups - reserved rooms	74	54	77	710	202
Total attendance*	1479	1421	1442	1439	913

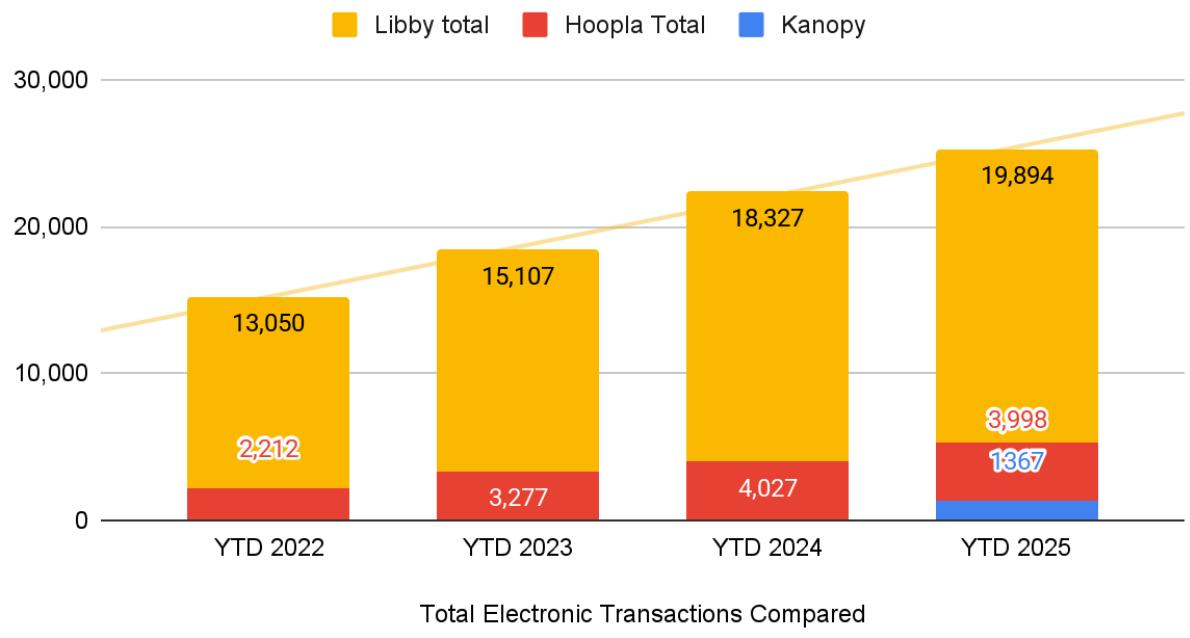
Year End Summary	2024	2025	Change
Total number of library programs	796	925	15.5%
Total attendance at library programs	12606	14701	16.6%
Total number of room reservations	108	106	-1.89%
Total attendance for room use only	1871	1929	3.1%
Total number of all events	904	1024	13.3%
Total attendance at all events	14477	16630	14.9%

(See next page for circulation statistics graphs)

Total Circulation Transactions (Physical)



Digital Borrowing



2026 Working Budget with Revisions

		2025	2025	2026	2026	Change from	% Change
		Approved	Actual	Approved	Modifications	approved	
Income	Revenues						
	414 Tax Receipts	464,800	464,987	546,800	546,800		
	NYS/DC/MHLS	2,100	2,160	2,100	2,100		
	Friends of Starr Library	25,000	26,000	25,000	25,000		
	Other Restricted Grants		1,227	10,000	10,000		
	Annual Appeal	55,000	73,247	55,000	68,000	13,000	23.6%
	Unsolicited Donations	15,000	22,568	15,000	15,000		
	Programs (event sales, copier, room ren	3,000	7,916	3,000	5,000	2,000	66.7%
	Library charges	2,000	2,672	2,000	2,000		
	Interest (CD)	2,000	3,443	2,000	3,000	1,000	50.0%
	Distrib from Endowment	56,000		45,000	45,000		
	Fundraising/Benefit/Gala		59,608				
	Grant Carryover (AMH & Frost)		7,400				
	Total Revenues	624,900	671,228	705,900	721,900	16,000	2.27%
Expenses	Expenses						
Staffing	Salaries & Wages	394,000	378,290	379,450	388,422	8,972	2.4%
	Health Insurance	37,000	48,349	59,237	62,784	3,547	6.0%
	Payroll Taxes		5,189	29,000	28,643	-357	-1.2%
	Payroll Admin Fees		4,761	4,810	4,810		
	Other staff expenses	5,000					
	DBL/PFL	5,500	1,800	1,568	2,100	532	33.9%
	Workers Comp		1,583	1,560	1,560		
	Travel & Training		7,304	2,000	2,000		
	Staff Appreciation		98	150	150		
Collections	Print Collection	37,500	32,347	37,500	35,500	-2,000	-5.3%
	Electronic Collection	25,000	24,389	28,000	30,000	2,000	7.1%
	Other Collection	1,200	1,040	1,500	1,500		
Facilities	B&E Repairs	10,000	8,249	12,500	12,500		
	Utilities (Gas, Water, Electric)	26,750	25,063	30,000	28,000	-2,000	-6.7%
	Insurance	13,000	12,869	14,000	14,000		
	Other B&E*	35,000		37,000			

2026 Working Budget with Revisions

		2025	2025	2026	2026	Change from	% Change
		Approved	Actual	Approved	Modifications	approved	
	Security		3,536		3,700	3,700	
	Trash		2,624		2,600	2,600	
	Janitor		17,850		19,000	19,000	
	Snow		1,966		2,200	2,200	
	Lawn		4,098		4,500	4,500	
	Elevator		5,810		6,100	6,100	
	Fire protection		430		430	430	
	Tree service		5,000		2,500	2,500	
	Building supplies		1,466		1,500	1,500	
	HVAC contract		1,835		2,000	2,000	
	Furnishings		383		500	500	
	Building Supplies	1,250		1,250		-1,250	-100.0%
Programs	Author & Presenter Fees	6,000	5,425	11,000	6,500	-4,500	-40.9%
	Program Supplies & Refreshments	1,500	792	1,500	2,500	1,000	66.7%
	Water	1,000	1,025	1,000	1,000		
	Summer Reading		2,411		2,000	2,000	#DIV/0!
Fundraising	Annual Appeal Expenses	2,000	1,532	2,500	2,500		
	Gala / Benefit Expenses		9,184				
	Other Fundraising Expenses (incl Bloom)	3,700	3,683	4,500	4,500		
	Postage		234		250	250	#DIV/0!
	Office supplies	1,000	3,114	3,000	3,200	200	6.7%
Miscellaneous	Equipment/Technology/Software	1,000	462	3,000	3,000		
	Professional fees	4,000	4,892	10,000	10,000		
	Advertising & Marketing (incl website)	2,000	2,222	2,500	2,500		
	Mid-Hudson Membership	9,500	11,050	13,320	13,320		
	Dues & Memberships	720	1,000	1,000	1,000		
	Trustee Expenses (zoom)		1,087				
	Bank Service Charges (checks)		310		300	300	#DIV/0!
	Credit Card (swipe fees)			2,000	1,500	-500	-25.0%
	Total Operating Expenses	623,620	644,752	694,845	711,070	16,225	2.3%

2026 Working Budget with Revisions

		2025	2025	2026	2026	Change from	% Change
		Approved	Actual	Approved	Modifications	approved	
Non Operating Expenses	Architect & Legal fees (expansion)		25,517				
	Building emergency fund transfer				10,000	10,000	#DIV/0!
	LEGO Robotics grant		2,399				
	Total Revenue	624,900	671,228	705,900	721,900	16,000	2.3%
	Total Expenses	623,620	672,668	694,845	721,070	26,225	3.8%
	Net (Revenue - Expenses)	1,280	26,476	11,055	10,830	-225	-2.0%
	Expense Subtotals by Category						
	Staff Related	441,500	447,374	477,775	490,470	12,695	2.7%
	Collections	63,700	57,776	67,000	67,000	0	0.0%
	Facilities	86,000	91,179	94,750	99,530	4,780	5.0%
	Program Related	8,500	9,653	13,500	12,000	-1,500	-11.1%
	Fundraising Related	6,700	17,747	10,000	10,450	450	4.5%
	Miscellaneous	17,220	21,023	31,820	31,620	-200	-0.6%
	Cross check total operating expense	623,620	644,752	694,845	711,070	16,225	2.3%
	*Other B&E Subtotal	36,250	44,998	38,250	45,030	6,780	17.7%
Cash Assets	Value at 12/31/25						
Rhinebeck Checking	53,636						
Rhinebeck MM	138,119						
Rhinebeck CD (mat. 2/26)	25,981						
M&T Building Fund	14,037						
Total (w/o endowment)	\$231,773						