

STARR LIBRARY BOARD OF TRUSTEES

68 W. Market Street
Rhinebeck, Ny 12572

NOTICE OF MEETING
Thursday, February 26, 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. Revised 2026 Budget
 - b. Vision statement discussion
 - c. Concert Committee 2025 Year End Report
12. New Business
 - a. Tax cap override recommendation
 - b. Board goals & staff goals for 2026
 - c. MHLS Trustee visit in June
13. Public Comments
14. Executive Session (if needed)
15. Adjournment

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

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

NOTICE OF MEETING Thursday, January 22, 2026, 5:30 P.M.

Trustees Present: Jay Burgess, Laura Charles, Heather Dubuque, Erin Humbaugh, Mimi Joh-Carnella, Tom Mendl, Al Ragucci, Jim Ruderman, Laura Selicaro, Andrew Schulkind, and Director of Programming and Outreach Michelle Montalbano standing in for Director Jaclyn Savolainen. No representative attended the meeting on behalf of The Friends.

1. Call to Order and Review of Agenda: Andrew, president of the board, called the board to order at 5:30 p.m.
2. Public Comment Period: There were no comments.
3. Secretary's Report: With a small edit offered by Mimi, there were no other comments on draft minutes from the December 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: Jim presented the report for December. Financial information for the month was advanced to the trustees. Jim reported that the financials represented a solid year-end position. 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: Michelle provided the report for December. The report was sent to trustees prior to the meeting. Numerous upcoming programs were highlighted, including *NYLA Advocacy Day* and *Mother's Favorite Spatula* that will have an opening reception on Feb. 6 and through the end of February exhibit paintings by local artist Angela Basile. Also patron volunteers will participate in a workshop to craft Valentine's Day cards for homebound neighbors who receive home delivered materials from the library. For recent past events, she cited very strong participation in *Getting Organized Despite Yourself: Bullet Journaling with Jaclyn Savolainen*. The board acknowledged Michelle for another year of impressive gains in program offerings and attendance.

Trustees were informed that the annual fundraising appeal went well and exceeded its goal of \$50,000. Michelle indicated that Jaclyn and staff are looking to add some staff presence at key times in which patron volume has been high. New approaches are being considered to deal with recent theft and vandalism impacting the LGBTQ little library.

Her report further indicated that Jaclyn and staff are preparing the annual report to New York State.

Statistics for December were included in the director's report. Discussion ensued among the trustees. All questions asked were appropriately answered.

6. Friends' Report: No representative attended for The Friends.
7. Claims and Warrants: Jim 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. Al stated that the Buildings & Grounds Committee was working on a few small projects that should be completed in the near term.
9. Ad Hoc Committee Reports: None of the ad hoc committees met since the last board meeting.

SUBJECT TO APPROVAL AND REVISION

10. Correspondence: Michelle told the trustees that many kind and positive notes accompanied year-end donations.
11. Old Business: There was no new business to discuss since the last board meeting.
12. New Business:
 - a. Jaclyn and staff are considering ways to alter the unaccompanied minors policy to provide appropriate supervision of young patrons while being welcoming to a diversity of library users.
13. Public Comment Period: There were no comments.
14. Executive Session: A motion was made to go into executive session to discuss personnel matters. The motion was seconded and unanimously approved.
15. Adjournment: 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: February 26, 2026, at 5:30 p.m.

Statement of Activity

Starr Library
January 2026

Distribution account	Total
Income	
4005 Restricted Grants	\$10,000.00
4006 Unrestricted Grants & Donations	\$11,148.95
4007 Programs	\$494.00
4008 Library Charges	\$210.65
4009 Interest & Dividends	\$112.17
4500 Transfers In	0.00
Total for Income	\$21,965.77
Gross Profit	
\$21,965.77	
Expenses	
5001 Staff Expenses	\$42,715.92
5002 Collection Expenses	\$4,697.07
5004 Building & Equipment	\$10,422.50
5005 Miscellaneous	\$4,886.70
Total for Expenses	\$62,722.19
Net Operating Income	-\$40,756.42
Net Other Income	
Net Income	-\$40,756.42

Starr Library

Budget vs. Actuals

January 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
4001 Local Public Funds		546,800.00	-546,800.00	
4002 MHLS Cash Grants		2,100.00	-2,100.00	
4005 Restricted Grants	10,000.00	25,000.00	-15,000.00	40.00 %
4006 Unrestricted Grants & Donations	11,148.95	70,000.00	-58,851.05	15.93 %
4007 Programs	494.00	3,000.00	-2,506.00	16.47 %
4008 Library Charges	210.65	2,000.00	-1,789.35	10.53 %
4009 Interest & Dividends	112.17	2,000.00	-1,887.83	5.61 %
4010 Distributions from Endowment		45,000.00	-45,000.00	
4500 Transfers In	0.00		0.00	
Total Revenue	\$21,965.77	\$695,900.00	\$ -673,934.23	3.16 %
GROSS PROFIT	\$21,965.77	\$695,900.00	\$ -673,934.23	3.16 %
Expenditures				
5001 Staff Expenses	42,715.92	477,554.00	-434,838.08	8.94 %
5002 Collection Expenses	4,697.07	67,000.00	-62,302.93	7.01 %
5004 Building & Equipment	10,422.50	94,750.00	-84,327.50	11.00 %
5005 Miscellaneous	4,886.70	53,320.00	-48,433.30	9.16 %
Total Expenditures	\$62,722.19	\$692,624.00	\$ -629,901.81	9.06 %
NET OPERATING REVENUE	\$ -40,756.42	\$3,276.00	\$ -44,032.42	-1,244.09 %
Other Expenditures				
5006 Expansion		0.00	0.00	
Total Other Expenditures	\$0.00	\$0.00	\$0.00	0.00%
NET OTHER REVENUE	\$0.00	\$0.00	\$0.00	0.00%
NET REVENUE	\$ -40,756.42	\$3,276.00	\$ -44,032.42	-1,244.09 %

DIRECTOR'S REPORT

February 2026

UPCOMING CALENDAR HIGHLIGHTS

- **Saturday, March 7th, 4-5pm** - Opening Reception for *Remnants of Impermanence: A Photographic Essay* by Chad Kleitsch
- **Monday, March 9th, 3:30-5pm** - Kids Cooking Club: Nowruz!
- **Wednesday, March 11th, 6:30-8pm** - Celebrating the Seasons of Life: Junk Journaling with Katerina Jeng
- **Saturday, March 21st, 11-11:45am** - Bilingual Spanish & English Storytime
- **Monday, March 23rd, 3-4pm** - Starr Tech Voyager: Intro to Google Docs
- **Friday-Saturday, March 27th-28th** - Friends of Starr Library Book Sale

Civic Engagement:

- **Thursday, March 12th, 10:30am-1:30pm** - AM Shrestha's Mobile Office Hours
- **Sunday, March 22nd, 2-4pm** - Rhinebeck Democrats Club: Meet the Town Supervisor Candidates
- **Tuesday, March 24th, 6:30-7:30pm** - "Housing: Know Your Rights" Workshop with Hudson Valley Justice Center

PROGRAMS

- **Special Past Events**
 - **2/6:** Reception for Mother's Favorite Spatula with Angela Basile;
 - **2/7:** Kids Pop-Up Valentine Making Workshop; **2/10:** Cooking Club: Mardi Gras!!;
 - **2/19:** Warming Winter Soups with Holly Shelowitz (Virtual); **2/20:** Lunar New Year Ikebana with Mei-Hueey Lin; **2/23:** *NEW!* Starr Tech Voyager: Introduction to Canva
- **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

- Weather interruptions: closed early on Jan. 17, closed all day on Jan. 18, 25, 26
- We will be bringing the LFL books inside before we close each day.

BUILDING & GROUNDS

- For the first time in years, we had to bring in roofers to clear snow and thick ice from the roof and downspouts after the recent storms and extended cold spell. I also regularly worked to keep the sidewalk ice at bay by hacking and salting trouble spots.

OUTREACH

- “Queen of Bohemia Predicts Own Death”, filmed here on December 17, is now available for viewing on CSPAN American History Book TV. Michelle gives the welcome and introduction at the top.
<https://www.c-span.org/program/american-history-tv/queen-of-bohemia-predicts-own-death/670384>

FUNDING

- We are grateful to have been awarded two generous grants: \$10,000 from the Thomas Thompson Trust for our parking lot accessibility project and \$20,000 from the New York State Legislature, recommended on our behalf by AM Sarahana Shrestha, for upgrades to our audio/visual equipment and other technology to serve patrons.

TRUSTEE EVENTS

- No live trustee trainings in March

OTHER

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

EVENTS TO PROMOTE

- No live trustee trainings in March

NOTABLE MEETINGS

- Concert Committee, HVAC contractor
- Calls with Mental Health America and local police about patron behavior questions

STATISTICS

Attendance	Sep	Oct	Nov	Dec	Jan
Adult & multi-age ongoing programs	970	1192	523	527	491
Children's/YA programs	397	173	206	186	192
Outside groups - reserved rooms	54	77	710	202	105
Total attendance*	1421	1442	1439	913	788

2025 Transactions by Patron Type

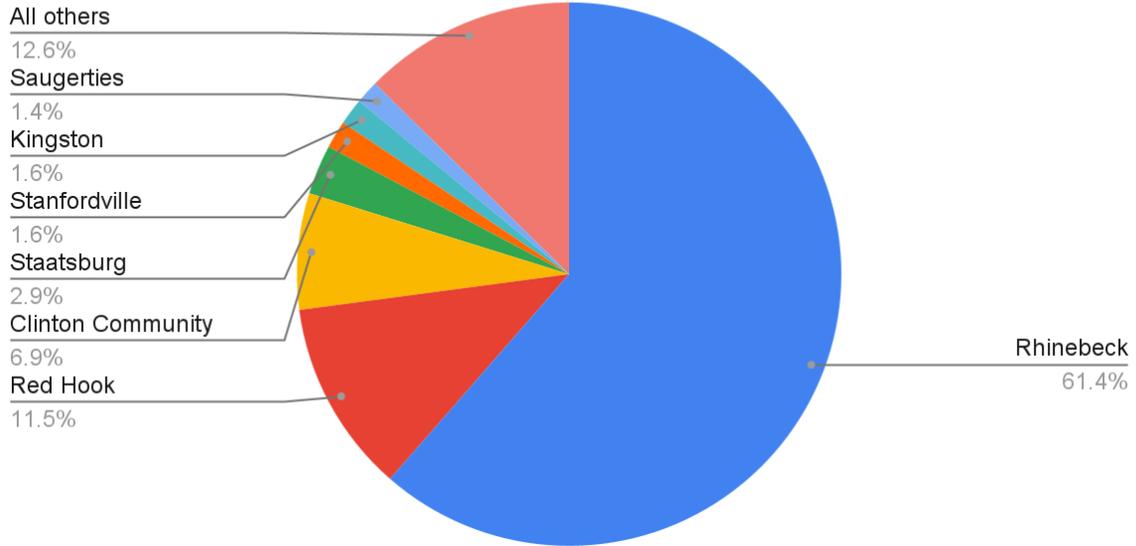
Patron Type	Total Transactions	Transactions that Match Patron's Town		Transactions at Starr		Open Hours
Rhinebeck	53,915	45,444	84.3%	4,5444	84.3%	50
Red Hook	54,152	43,266	79.9%	5,194	9.6%	47
Clinton	16,918	8,274	48.9%	3,639	21.5%	36
Staatsburg	12,728	8,527	67.0%	1,450	11.4%	30
Rhinecliff	2,560	1,747	68.2%	550	21.5%	36

Takeaways:

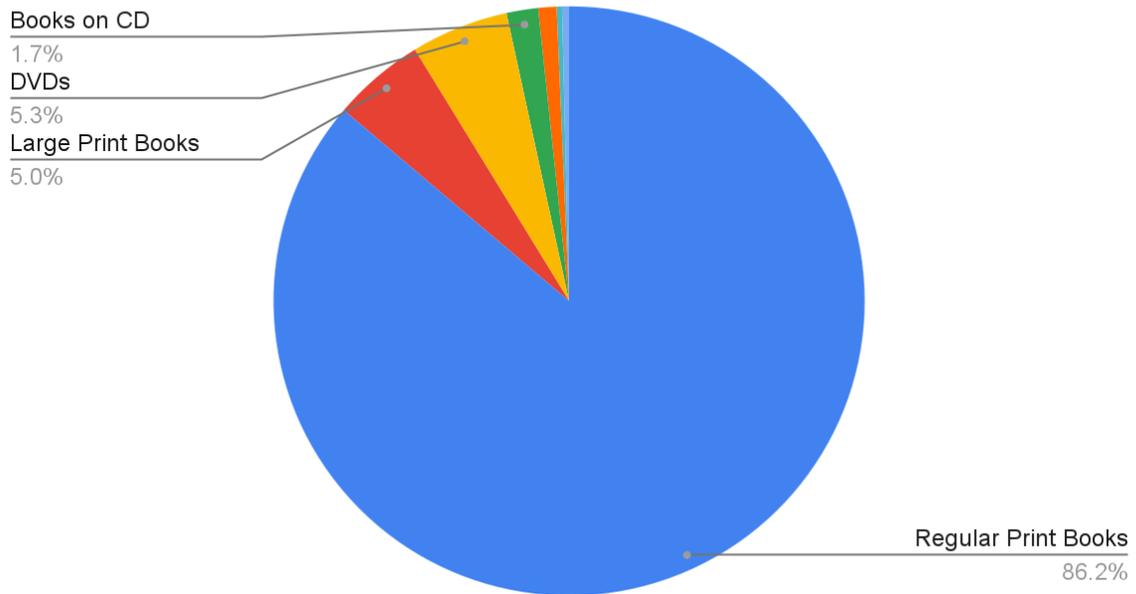
- A lot of patrons from other libraries are using Starr, with significant numbers from Red Hook and Clinton.
- A higher percentage of people who live in Rhinebeck are using Starr compared to how much the people who live in neighboring towns are using their own libraries.
- Available hours of operation may be a factor in Starr's popularity.

2025 Total Transactions in Rhinebeck

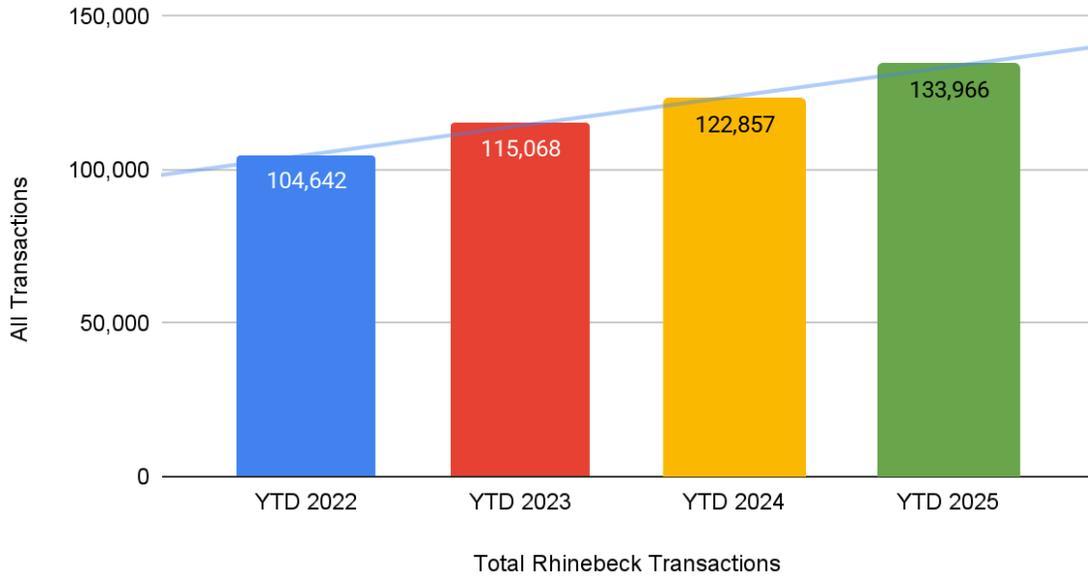
By Patron Type



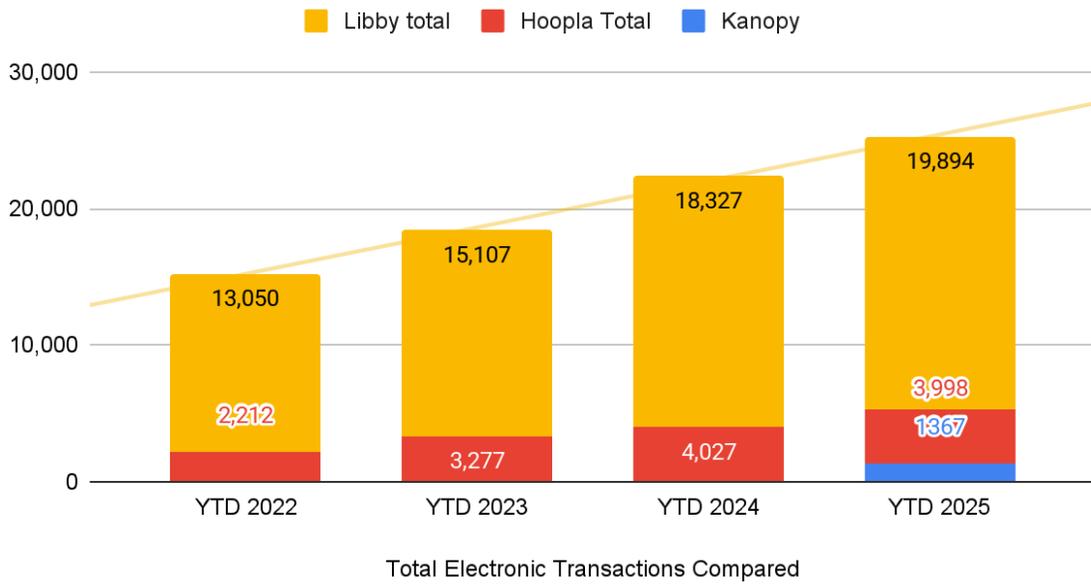
2025 Circulation of Our Collection by Item Type



Total Circulation Transactions (Physical)



Digital Borrowing



Fundraising Committee Minutes

Wednesday February 4, 2026

Next Meeting: Wednesday March 4, 2026

Attendees: Erin, Jaclyn, Andrew, Heather, Jim

2026 Fundraising

- Discussed fundraising goals for 2026
- Identified which committees will gather each piece of information needed to move forward with fundraising for the building expansion.
- Mapped out the timeline for each phase of fundraising
- Discussed hiring a campaign consultant

To Dos

- Begin to collect information for fundraising campaign
- Research and reach out to potential campaign consultants

Starr Finance Committee Meeting Minutes

2/18/26

In attendance: Jim Ruderman, Jaclyn Savolainen, Andrew Schulkind, Mimi Joh-Carnella, and Mary Olivere. Heather DuBuque sent regrets.

We reviewed Jaclyn's revised 2026 budget, which will be presented to the board for a final vote at the February meeting.

We discussed the disposition of the Fall fundraiser proceeds and recommended moving most of it from a money market account into a short-term CD at Rhinebeck Bank as well as augmenting the building fund account at M&T bank by the end of the month. Mary recommended using US T-bills instead of CDs when we want to move cash out of checking and into short-term, safe, and liquid investments that are not subject to the \$250K FDIC insurance limit. We will explore this, as it may require opening an additional bank or brokerage account.

We discussed the importance of using the budget process to anticipate the library's needs more accurately, and agreed to ask the B&G and Fundraising committees to prepare and share information about anticipated expenses over the next 3-5 years so that info can be used in the budgeting process.

The committee reviewed Starr's current policies regarding its endowment distribution rate as well as its gift-acceptance policy and agreed that minor changes are appropriate. Jaclyn and Jim will edit and circulate suggested changes to the committee and, later, the full board.

We discussed implementing an annual 414 increase request and will discuss this with the board.

Next committee meeting, which includes an investment review with our endowment fund manager at TIAA, is scheduled for **4/15/26 at 5pm**. At Mary's request, we will explore changing to an earlier start time as we get closer.

Roger Phillips Concert Committee

2025 End of Year Report to Starr Library Board

As a committee of the Starr Library, we are submitting this brief report of our activities during 2025. This is the second year that the Roger Phillips Concert Committee has produced live summer concerts at the Starr Library. Our committee is comprised of eight volunteers who live in The Gardens (where our concert series began during the Pandemic), plus two non-voting members, Library Director Jaclyn Savolinen and Trustee Liaison Mimi Joh Carnella, representing the Library and its Board.

The concert series is designed to provide a diverse range of free concerts to the public, to showcase and pay fairly musicians from the in and around the Hudson Valley and from Bard's Conservatory of Music, and to raise the Starr Library's profile as a community supporting institution.

According to the MOU agreement between our Committee and the Library, our main responsibilities include: 1) raising funds for the concerts (which are offered free to the public), 2) selecting diverse and high-quality musical performers, 3) handling publicity (with Michele Montalbano's assistance), 4) organizing and hosting the concerts, and 5) maintaining our own bank account, in close cooperation with the Library Director and Accountant. The MOU further specifies that the main responsibilities of the Library are to provide at no cost space for the concerts, handle publicity to local media outlets, assist with design of posters and lawn signs, and send tax deductible notices to all concert Sponsors. In addition, the Library Director must approve all musical groups selected by the Committee.

In 2025, we organized six concerts between April and September. They took place on the 3rd Saturday of each month, between 4:30 – 5:30. When possible, we held the concerts outdoors on the lawn stage; when the weather didn't cooperate, we held them in the indoors, in the main reading room. We are grateful to the Rotary Club of Rhinebeck for providing student volunteers to help with the set up and break down at each concert. In addition, we provided performers use of a high quality sound system which is owned and maintained by the Committee. The series included a rich mix of musical genres from exquisite chamber music performed by renowned cellist Raman Ramakrishnan and a Bard Conservatory Quintet to the hand-clapping, foot-stomping East River Blues Band and the ever popular – and danceable – big band sound of Sass & Brass. (See summary below)

Date	Musical Group	Genre	Location of Concert	Audience Size
April 19	Raman Ramakrishnan Chamber Music Quintet (Bard)	Classical	Inside	111
May 17	The Wallpapers	Folk & Popular	Inside	53
June 21	Sass & Brass	Big Band	Outdoors	109
July 19	Hudson Organ Trio	Jazz	Outdoors	88
August 16	East River Blues	Blues	Indoors	101
September 20	Dennis Lichteman & Matt Munisteri	Bluegrass	Outdoors	84

Financially, our main expense was paying musical group \$1000 each for a one-hour performance. In addition, our publicity, which included the design and printing of lawn signs, posters (hung in local stores), and programs for each concert, totaled about \$1500.

Our fundraising including a generous grant of \$5000 from The Helen Matchett Demario Foundation, 14 Sponsorships of at least \$250 each from local businesses and individuals, and donations at the concerts themselves (which we split with the Library). We are pleased to report that we were able to make financial contributions to the Starr Library, totaling just over \$2300.

We opened 2025 with a bank balance of \$7125 and closed the year with a balance of \$7272. Our aim, which we met in 2025, is to have sufficient funds at the end of the year so that we can select and secure six musical groups in January of the upcoming season. Based on past experience, we understand that in-demand musical groups typically book their summer engagements in January. For financial details see the “2025 Finances @ A Glance” document, which is attached.

We are happy to answer any questions from the Board.

Submitted by:

Martha Honey and Char Rosen, Co-Chairs

Roger Phillips Concert Committee

January 22, 2026

Roger Phillips Concert Committee: 2025 Finances @ a Glance

Beginning balance (12/31/24): \$ 7125.09
(Carryover to 2025)
Ending balance (12/31/25): \$ 7272.21

2025 Income:

Foundations

- Demario \$4000.00 [plus \$1000 to Starr]

Sponsor

- 7 Businesses \$1650.00
- 7 Individuals \$2800.00

Share of Concert donations \$ 843.25

TOTAL 2025 INCOME \$9,293.25

2025 Main Expenses: (bank fees, water & misc. not included)

Payment to performers \$ 6000.00

Posters & programs

- Design \$ 650.00
- Printing \$ 843.71

TOTAL 2025 EXPENSES \$7493.71

2025 Contributions from Concert Committee to Starr Library:

Foundation: \$1000.00

½ of donations collected at concerts: \$ 840.75

Outdoor stage repairs: \$ 465.47

TOTAL Contributions to Library: \$2306.22