STARR LIBRARY BOARD OF TRUSTEES

68 W. Market Street
Rhinebeck, Ny 12572

NOTICE OF MEETING
Thursday, October 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. Claims and Warrants
6. Director's Report
7. Friends Report
8. Standing Committee Reports and Anticipated Action Items
9. Ad Hoc Committee Reports
10. Correspondence
11. Old Business
    a. Strategic planning, follow-up on board retreat
    b. Trustee training requirements
12. New Business
    a. 2027 Draft Budget Presentation
    b. Committee planning 2027
    c. Trustee term renewal
13. Public Comments
14. Executive Session (if needed)
15. Adjournment

Next Meeting Date: November 19, 2026, at 5:30 p.m.

SUBJECT TO APPROVAL

STARR LIBRARY BOARD OF TRUSTEES

68 W. Market Street
Rhinebeck, NY 12572

MEETING MINUTES
Thursday, August 27, 2026, 5:30 P.M.

Trustees Present: Jay Burgess, Tom Mendl, Al Ragucci, Jim Ruderman, Laura Selicaro, Andrew Schulkind, and Director Jaclyn Savolainen. Not in attendance were Laura Charles, Heather Dubuque, Erin Humbaugh, and Mimi Joh-Carnella. No representative attended on behalf of the Friends.

1. Call to Order and Review of Agenda: Andrew, President of the Board, called the meeting to order at 5:35 p.m.

2. Public Comment Period: There were no comments.

3. Secretary's Report: Jay noted that there were no comments on the draft minutes 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 July. Financial information for the month was advanced to the Trustees. Jim reported that the financial results to date were showing slightly more income than expenses. He noted that recent fundraising by the Library raised a bit more than the funding gap caused when a voter-approved $82,000 increase for the Library was not collected in the tax levy by the Town. Jim also updated the Trustees on balances in the Library's bank and investment accounts.

5. Claims and Warrants: Jim presented the items to the Board. A motion was made to approve the Claims and Warrants. The motion was seconded and passed unanimously.

6. Director's Report: Jaclyn provided the Report for July. The Report was sent to the Trustees prior to the meeting. Numerous upcoming programs were highlighted, including September 22 *Fire and Freedom: The American Revolution in New York–Author Talk with Thomas Wermuth*, September 26 and October 3 *Two-Part Nonviolent Communication Workshop with Gail McManus*, and October 1 in partnership with Upstate Films–*Fireside Chat with Former Harris & Clinton Senior Advisor Opal Vadhan*. Special mention was given to recent events, including the highly successful July 24-25 *Friends of Starr Library Book Sale* and July 18 *Roger Phillips Concerts: The Wanda Houston Project*. A recap was provided on the widely popular Summer Reading program. The initiative was made possible by collaborations with multiple area libraries and sponsoring businesses, as well Chambers of Commerce in Rhinebeck and Red Hook.

During a Buildings & Grounds update, Jaclyn reported significant improvements from new insulation and climate-control systems as well as landscaping work. She expressed gratitude for a recent Municipal Investment Grant of $20,000 announced by the Office of Dutchess County Executive Sue Serino.

The Director reviewed library-use statistics for July, noting that the trend lines are showing a slight decline in borrowing of physical materials while use of digital items continues to rise sharply. A discussion ensued among the Trustees about the above topics and the Director's Report. All questions asked were appropriately answered.

7. Friends Report: No representative attended for the Friends.

8. Standing Committee Reports: The Standing Committees did not meet during July.

9. Ad Hoc Committee Reports: There were no updates to share.

10. Correspondence: Jaclyn shared a few kind thank you notes that came in through the Library's suggestions box.

11. Old Business:

    a. Endowment Spending Policy Revision was given a second read. A motion was made to approve the Policy. The motion was seconded and unanimously approved.
    b. Collection Development Policy Rewrite was given a second read. A motion was made to approve the Policy. The motion was seconded and unanimously approved.
    c. Local Authors Materials Selection Policy was given a second read. A motion was made to approve the Policy. The motion was seconded and unanimously approved.
    d. Public Comment and Meeting Conduct Policy was given a second read. A brief discussion took place, and all questions asked were appropriately answered. A motion was made to approve the Policy. The motion was seconded and unanimously approved.
    e. Bylaws Revision was given a second read. A motion was made to approve the Bylaws. The motion was seconded and unanimously approved.

12. New Business

    a. Mid Hudson Library System Free Direct Access Plan was given a read. A brief discussion took place, and all questions asked were appropriately answered. A motion was made to approve the Plan. The motion was seconded and unanimously approved.
    b. Jaclyn reminded the Board that its September 24 meeting would be attended by several Trustees from the Mid Hudson Library System Board.

13. Public Comments: There were no comments.

14. Executive Session: There was no executive session.

15. Adjournment: There being no other business to conduct, a motion was made to adjourn. The motion was seconded and unanimously approved at 6:55 p.m.

Next Meeting Date: September 24, 2026, at 5:30 p.m.

STARR LIBRARY

Budget v. Actuals
January-September, 2026

	TOTAL		
	Actual	Budget	Percent of budget
Revenue			
4001 Local Public Funds	**$464,800.00**	**$546,800.00**	**85.0 %**
4002 MHLS Cash Grants	**$2,400.90**	**$2,100.00**	**114.33 %**
4005 Restricted Grants	**$56,242.38**	**$35,000.00**	**160.69 %**
4006 Unrestricted Grants & Donations	**$116,272.43**	**$83,000.00**	**140.09 %**
4007 Programs	**$5,720.98**	**$5,000.00**	**114.42 %**
4008 Library Charges	**$1,350.02**	**$2,000.00**	**67.5 %**
4009 Interest & Dividends	**$5,223.05**	**$3,000.00**	**174.1 %**
4010 Distributions from Endowment		45,000.00	0.0 %
4011 Square Reconciliation	**-$218.46**		
Total for Revenue	**$651,791.30**	**$721,900.00**	**90.29 %**
Expenditures			
5001 Staff Expenses	**$334,280.19**	**$490,469.00**	**68.16 %**
5002 Collection Expenses	**$49,902.01**	**$67,000.00**	**74.48 %**
5004 Building & Equipment	**$64,522.24**	**$99,530.00**	**64.83 %**
5005 Miscellaneous	**$30,667.89**	**$54,070.00**	**56.72 %**
Total for Expenditures	**$479,372.33**	**$711,069.00**	**67.42 %**
Net Operating Revenue	**$172,418.97**	**$10,831.00**	
Other Revenue			
4500.11 NYS Legislature Technology Upgrade Grant	20,000.00		
4500.12 Thomas Trust Parking Lot Accessibility Grant	10,000.00		
4500.13 Frost Memorial Fund- HVAC	65,566.00		
Total for Other Revenue	**$95,566.00**		
Other Expenditures			
5007.1 NYS Legislative - Technology	1,245.46		
5007.2 Frost Memorial HVAC	65,565.00		
5007.33 Thomas Trust Parking Lot	1,260.00		
Total for Other Expenditures	**$68,070.46**		
Net Other Revenue	**$27,495.54**		
Net Revenue	**$199,914.51**	**$10,831.00**	**1845.76 %**

DIRECTOR'S REPORT

October 22, 2026

UPCOMING CALENDAR HIGHLIGHTS

- **Wednesday, October 21st, 6:30pm -** Quiet Mind Crazy Heart with Suzi K. Edwards (donor)
- **Friday-Saturday, October 23rd & 24th -** Friends of Starr Library Book Sale
- **Monday, November 9th, 3-4:30pm** - Starr Tech Voyager: Information Literacy
- **Wednesday, November 18th, 4-6pm -** Medical Aid in Dying / End of Life Choices Panel Discussion
- **Wednesday, November 18th, 6:15-8pm** - At Play's Parenting Book Club: The Way of Play by Tina Payne Bryson and Georgie Wisen-Vincent

RECENT PROGRAMS

- **Special Past Events**
  - **9/19:** Roger Phillips Concert: The Brighton Beat; **9/21**: Screening of *The Librarians* and discussion; **9/22:** *Fire & Freedom* Author Talk with Thomas Wermuth; **9/30:** The Second Estate: Author Talk with Ray Madoff and Hillary Pennington; **10/1:** Fireside Chat with Former Harris & Clinton Staffer @ Upstate Films; **10/5**: Starr Tech Voyager: Understanding AI; **10/13:** Offline Club; **10/15:** Album Club; **10/16:** Fall Houseplant & Seed Swap

PATRON SERVICES

- New displays: Dan Pinder exhibit, Bats in the Sunset, Spooky Season
- ENL night at Bulkeley Middle School

BUILDING & GROUNDS

- After some delays, the contractor broke ground on the sidewalk on Thursday, Oct. 15th (funded by the Thomas Thompson Trust).

STAFF

- No change to the student page program.

FUNDING

- It's time for the Annual Appeal Campaign! We have the packet ready for the printers and are working on the mailing list. We are aiming for letters to hit mailboxes the second week of November.

- It's also time for the 414 Vote! We are asking for $48,000 increase which would be a rate of less than 22 cents per $1000 of assessed home value. Because the total taxable value of the town went up, the increase will be modest for homeowners. If your home is assessed at $500,000 and the levy increase is approved, your taxes would go up about $8 per year over the current approved rate—less than the price of one new paperback. The portion of your property tax bill dedicated to supporting Starr Library would total about $106 (less than 22 cents per $1,000 of property value). See Library Funding Vote 2026

OTHER

- DCLA meetings in East Fishkill and Lagrange
- Bi-monthly Director's Association virtual meeting
- Participated in a MHLS webinar on the Director-Trustee Relationship

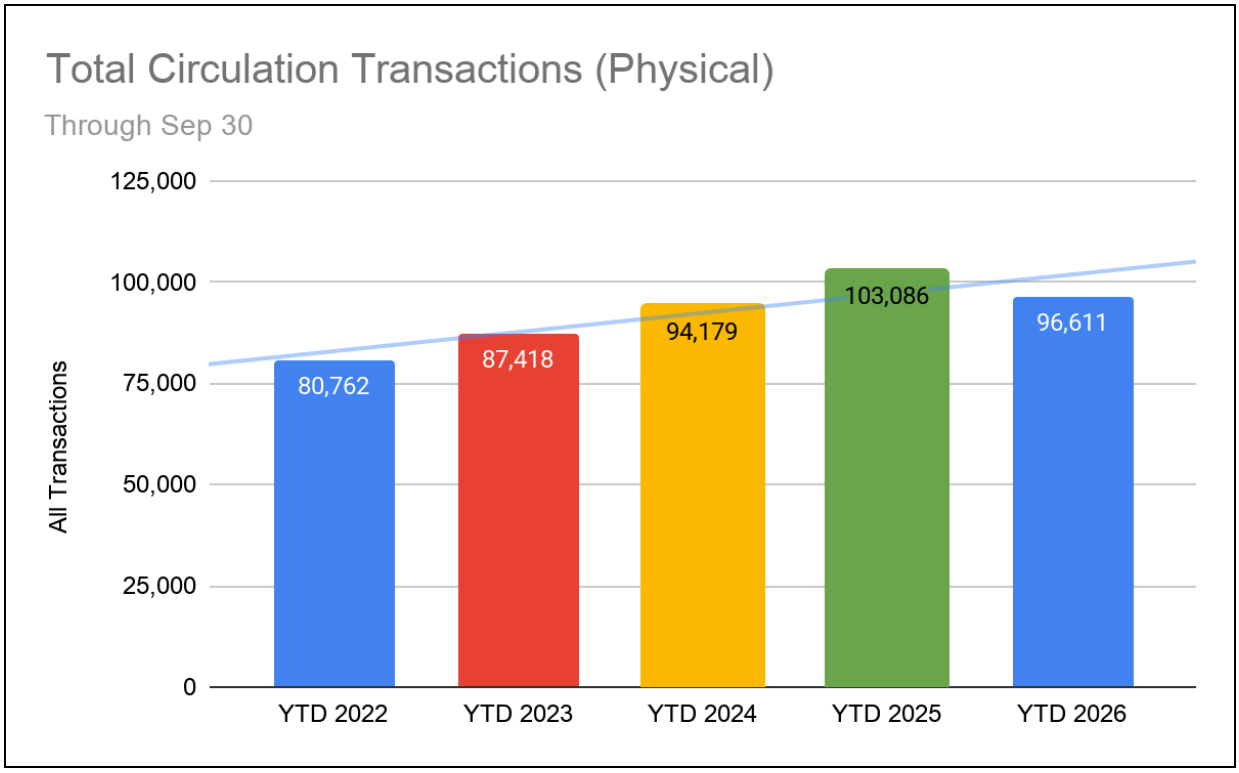
TRUSTEE EVENTS

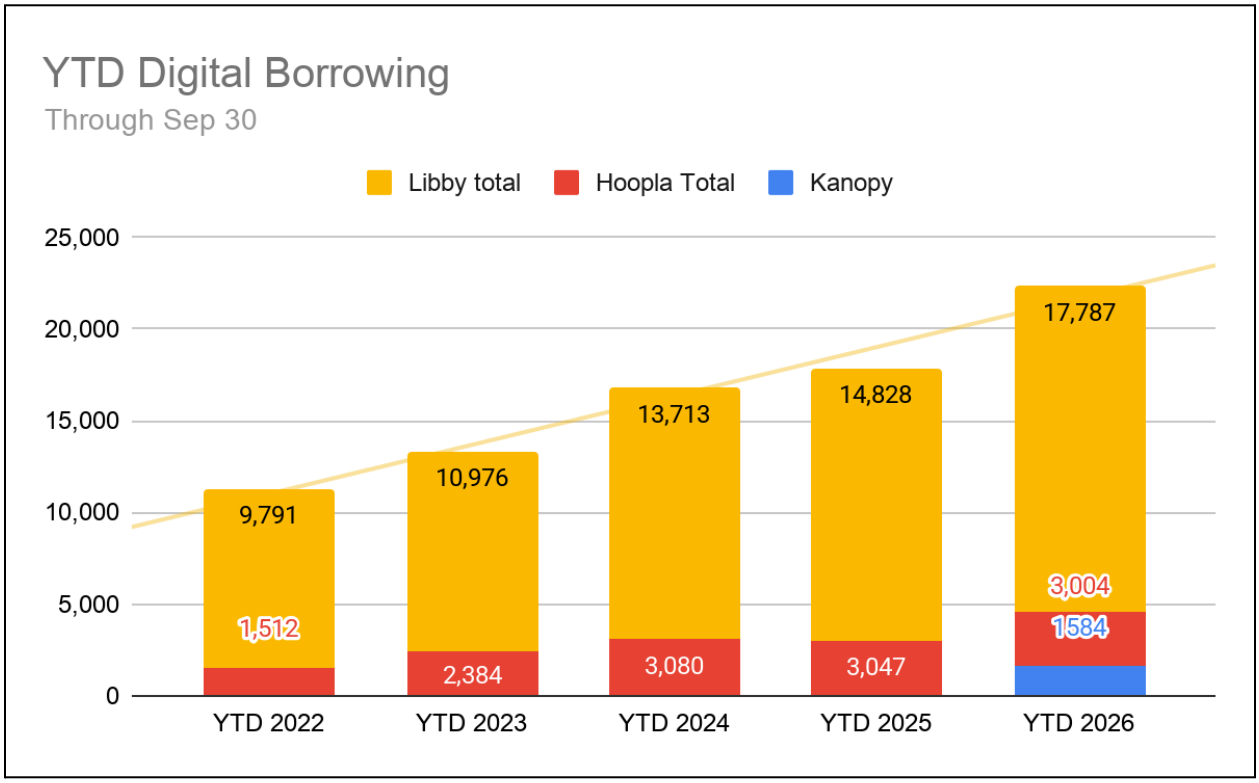
- NYLA Conference | November 4-7 | Saratoga Springs
- Visit https://midhudson.libcal.com/ to learn about and register for trustee education programs.

STATISTICS

Attendance	**May**	**June**	**July**	**Aug**	**Sep**
Adult & multi-age ongoing programs	685	642	1272	752	836
Children's/YA programs	199	357	735	389	312
Outside groups - reserved rooms	62	305	22	305	113
Total attendance*	**946**	**1304**	**2029**	**1185**	**1261**

*Total attendance will not equal the sum of all rows because special events include both children's and adult or multi-age events.


Total Circulation Transactions (Physical)
Through Sep 30
All Transactions
125,000
100,000
75,000
50,000
25,000
0
80,762
87,418
94,179
103,086
96,611
YTD 2022
YTD 2023
YTD 2024
YTD 2025
YTD 2026


YTD Digital Borrowing
Through Sep 30
Libby total
Hoopla Total
Kanopy
25,000
20,000
15,000
10,000
5,000
0
9,791
1,512
10,976
2,384
13,713
3,080
14,828
3,047
17,787
3,004
1584
YTD 2022
YTD 2023
YTD 2024
YTD 2025
YTD 2026

2027 Budget – Draft

Initial board discussion

2026 spending to date and 2027 cost assumptions

Base scenario: $546,800 tax levy

YTD info is as of October 8, which is about 77% of the way through the calendar year.

Operating Budget at a Glance

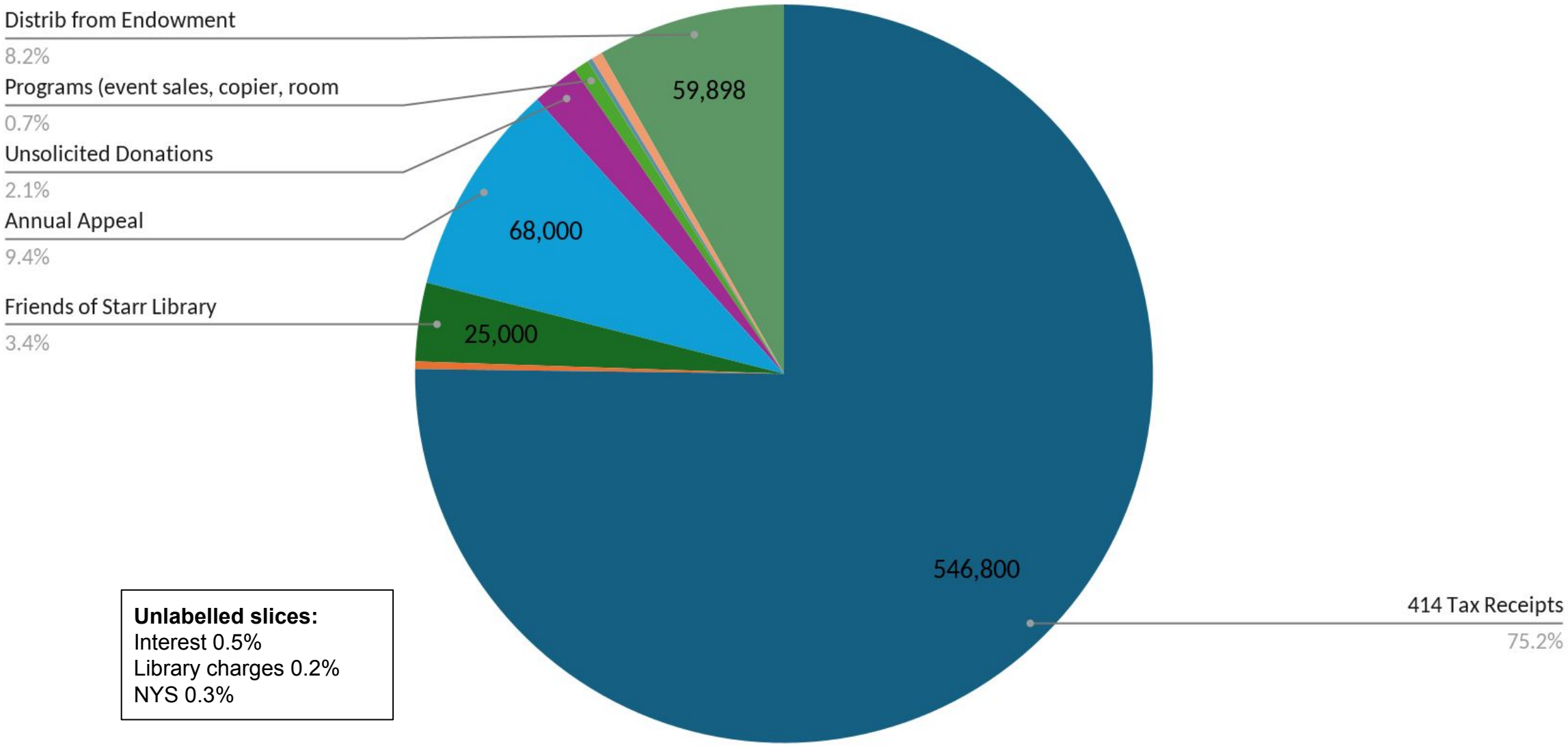
Operating amounts	2026 budget	2026 YTD actual	2027 draft	% change
Revenue	$711,900	$619,825	$727,098	2.1%
Expenses	$711,069	$483,518	$708,925	-0.3%
Balance/Difference	$831	$136,308	$18,173	

2027 expenses grow 2.2%. The operating cushion is 0.5%.

October 8th is 77% of the year and 68.3% of the 2026 operating budget was spent.

2027 Revenue Sources

Total operating revenue: $727,098



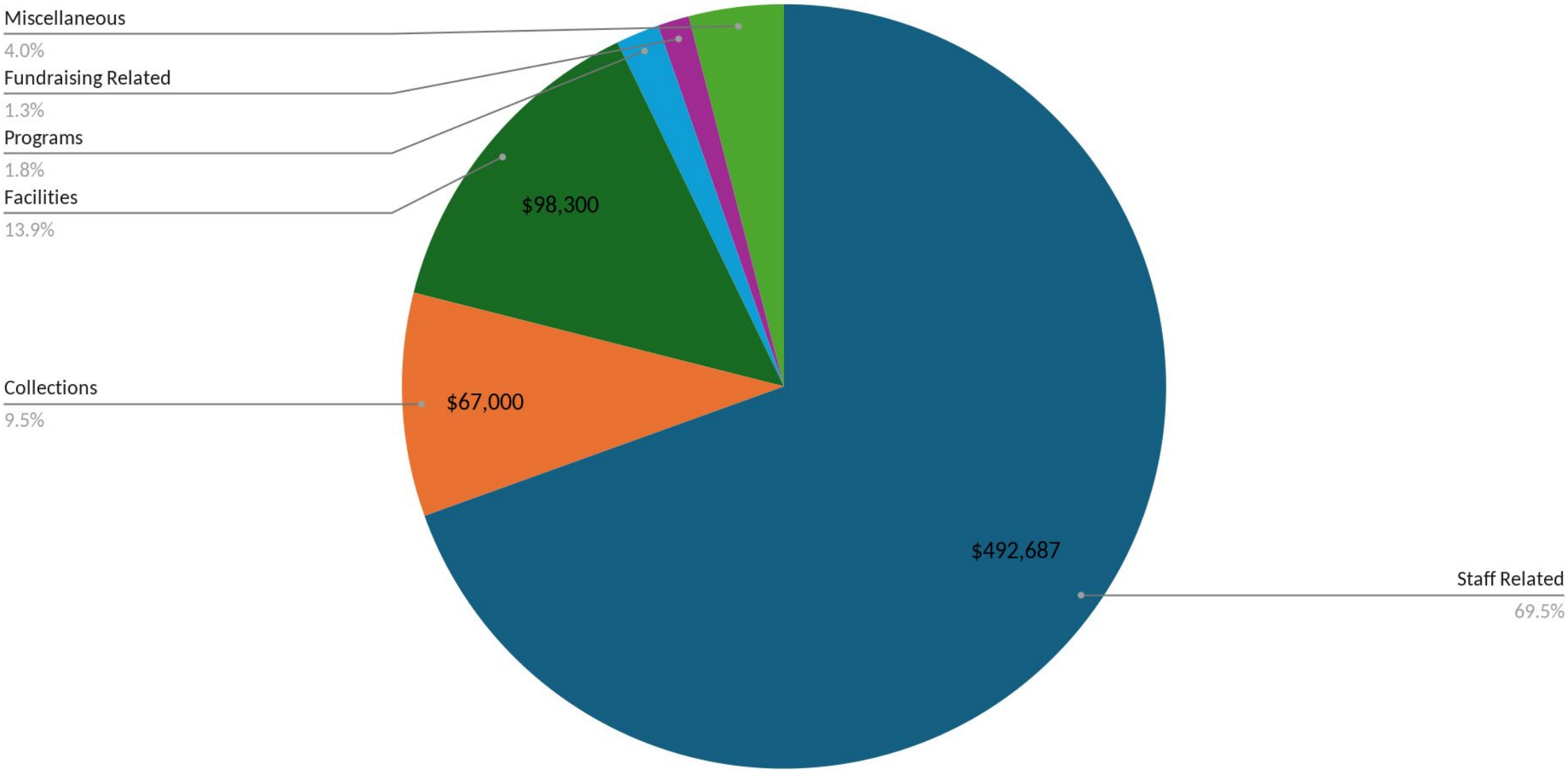
Unlabelled slices:
Interest 0.5%
Library charges 0.2%
NYS 0.3%

Reference: Expense Category Comparison

Expense Subtotals by Category		2025 Budget	2025 Actual	2026 Budget	2026 YTD	YTD Spent	2027 Budget	% Change
Staff Related		$441,500	$447,374	$490,469	$329,967	67.3%	$492,687	0.5%
Collections		$63,700	$57,776	$67,000	$52,688	78.6%	$67,000	0.0%
Facilities		$86,000	$91,179	$99,530	$70,772	71.1%	$98,300	-1.2%
Programs		$8,500	$9,653	$12,000	$11,422	95.2%	$13,000	8.3%
Fundraising Related		$6,700	$17,747	$10,450	$3,981	38.1%	$9,450	-9.6%
Miscellaneous		$17,220	$21,023	$31,620	$14,687	46.4%	$28,488	-9.9%
Total Operating Expenses		**$623,620**	**$644,752**	**$711,069**	**$483,518**	**68.0%**	**$708,925**	**-0.3%**

2027 Expenses

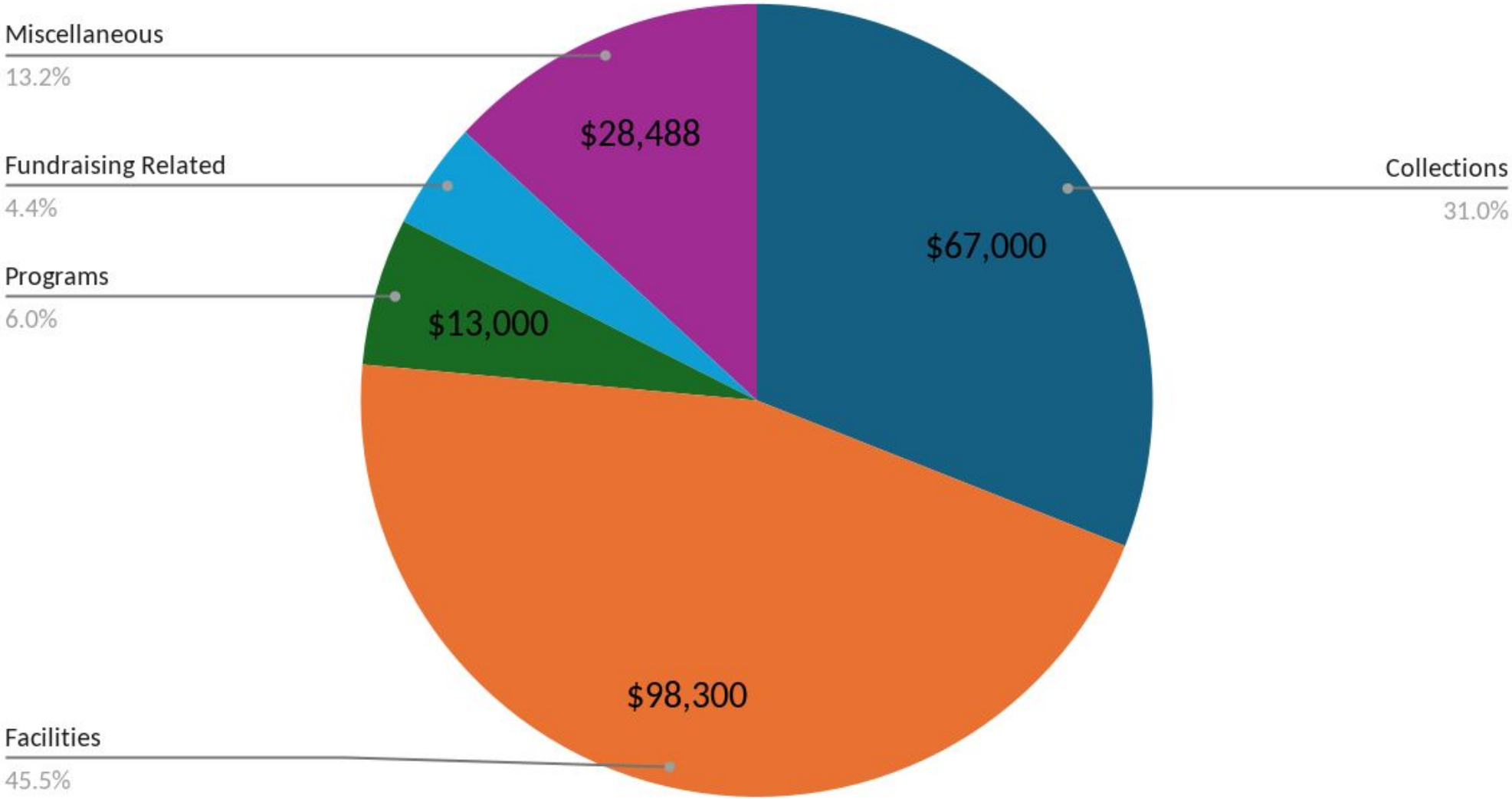
Total operating expenses: $708,925



Staff Costs: Budget and YTD Spending

- Staff-related costs are 69.5% of the 2027 operating budget
- 2027 draft: $492,687, down 0.5% from 2026 budget
- 3.6% increase on base pay informed by Social Security Cost of Living Adjustment (COLA)
- 2026 YTD: $329,967 which is 67.7% of total allotment for staffing for the year

2027 Non staff-related expenses



Board Discussion and Next Revisions

Do the YTD figures support board priorities?

What operating cushion and reserve funding should the final budget target?

Are the endowment and donation assumptions appropriate?

Reference: Combined Totals

Operating amounts	2026 budget	2026 YTD actual	2027 draft	% change
Operating income	$711,900	$619,825	$727,098	2.1%
Operating expenses	$711,069	$483,518	$708,925	-0.3%
Non-operating income	$10,000	$123,330	$80,000	700%
Non-operating expenses	$0	$68,047	$55,000	
Total income	$721,900	$743,155	$807,098	12%
Total expenses	$711,069	$551,565	$763,925	7%
Combined balance	$10,831	$191,591	$43,173	299%

2027: $3,819 operating balance + $25,000 non-operating balance

Grant restrictions and timing still apply. Excludes transfers between accounts.

Notes on Aggregated Draft Expenses

- **Staff related:** salaries/related plus health insurance
- **Building related:** maintenance, utilities, repairs, liability insurance, supplies
- **Collections**: purchases in print and digital media, museum passes, library of things
- **Programming**: Performers, program supplies/refreshments, water cooler, coffee, some copy paper and other direct patron services.
- **Fundraising**: Bloomerang subscription, printing for fundraising events; doesn't include gala or anything related to 414 vote
- **Miscellaneous:** MHLS membership, technology, professional fees, dues, marketing/printing