

Minutes of the July 23, 2024 RFRR Board Meeting

Present: Jan Kelsey, Kathleen Riegelhaupt, Lina Eroh, Georgia Dyer, Lizzie Parks, Diane Martin, Jaclyn Shanahan, Katie Vernace, Shelly Huber, Megan Monaghan, Emilie Reddoch, Jill Macvicar, Maria Seiler, Jen McArdle

Kirstin Bucci called the meeting to order at 7:40. County Executive George Latimer was in attendance. He spoke briefly to the board members thanking them for all their work in supporting and maintaining such a valuable community asset as the RFRR. He offered his support and assistance if there was anything the library needed from Westchester County.

Consent Agenda

The Consent Agenda includes the June 2024 meeting minutes, the June 2024 financial statements, and new Auxiliary Board members. Shelley moved that the consent agenda be approved. Jennifer seconded. All approved.

President's Report

Kirstin reminded the board members about required trustee continuing education. There is a new requirement for annual sexual harassment prevention training.

Staff Reports

Director's Report

Chris reported that there has been good progress on the Discovery Zone. He presented the second quarter statistics. Overall there is a positive trend in the use of materials. Streaming sticks are circulating regularly. There was a downturn in music circulation because we have no CDs. The summer reading game has been a driver for new card holders. Attendance at programs is growing despite slightly fewer programs.

Adult Services

Catherine reported that training sessions for the use of Libby, the online resource, are being offered as well as one-on-one sessions. The Sunday mah jongg group is growing slowly but steadily. Pies and Pages has been rescheduled for September.

Teen Services

The swordcraft demonstration had 54 attendees. It may be featured in an upcoming ALA newsletter. Teen librarian leads group bike tours around town. Blue Skies Camp group comes in regularly.

Children's Services

Over 200 children have signed up for the summer reading program. Additional books needed to be ordered to support the program and as prizes. The library hosts 3 classes a week from Blue Skies Camp for craft making.

Board Discussion

Discovery Zone

Kathleen reported that the Salice Family Foundation has made a \$15,000 donation toward the construction and outfitting of the Discovery Zone.

Development

From June 1 to July 18, the library added 53 new Friends and 62 returning Friends. Invitations to the Discovery Zone Preview Party have been sent out via email to the Bibliophile, Curator and Scholar levels of Friends. Print invitations will be sent to those without email addresses. Lina suggested that the Auxiliary Board also be invited. All Friends are invited to the Book Sale Preview and Discovery Zone Showcase on September 13.

Finance

Katie reported on the 2023 audit. There were no surprises. The auditor praises the library's efficient process. 85% of revenue is spent on programs and services. The fact that this high percentage goes back to the community is appreciated by donors. She called for a motion to accept the 2023 audit. Jan so moved and Kathleen seconded. All approved.

The 990 form is a reflection of the audit. Katie then called for a motion to approve the 990 form. Kathleen so moved and Jan seconded. All approved.

Katie presented the 2025 budget. This is the budget that will be submitted to the city. It includes a proposed 2% increase from the city and increases in the goal of the Annual Campaign and contribution from the Auxiliary Board. Jan made a motion to authorize the director to present the 2025 Budget as presented to the city for the 2025 funding request. Shelley seconded. All approved.

Capital Plan

There was a discussion on potential capital projects and how to fund them. Some systems are approaching end of life but are still functioning properly. Kirstin called for a motion to authorize the Executive Committee to approve amendments to the 2025 budget on how Cap X is funded. Jennifer so moved and Jaclyn seconded. All approved.

NYS Construction Grant

Chris reported on the possibility of using this grant to partially fund the replacement of the boiler and hvac systems. After a discussion it was decided not to apply for a grant during this cycle.

Sea Wall

Chris reported that the library could not piggyback with the city on getting state funding. He will be meeting with Steve Otis to discuss any funding options.

Nominating

Megan reported that they have lined up two candidates and are working on a potential third. She requested that the trustees send her any suggestions.

Auxiliary Board

Georgia reported that general tickets for Novel Night went on sale on Monday. Books can be dropped off for the Book Sale during the week of September 7. The Book Sale Preview is September 13. The Book Sale is September 14 and 15.

Mission Moments

The library and the Rye Historical Society are hosting the bicentennial celebration of Lafayette's Farewell Tour of 1824 on Sunday August 18 on the Village Green and the Square House.

There being no further business Kirstin called for a motion to adjourn. Kathleen so moved and Nicole seconded. All approved. The meeting was adjourned at 9:01.

Action : The Board approve the July meeting minutes