

Rye Free Reading Room

Board of Trustee Meeting Minutes

May 23, 2017

Present: Patsy Rafter, Bernie Althoff, Katy Finger, Carla Schnakenberg, Trish Muccia, Peter Sinnott IV, Fran Rodilosso, Francis Jenkins, , Mary Sykes, Sarah Wise Miller, Kristin Bucci, Jana Seitz, Carolina Johnson, Chris Shoemaker, Kirstin Bucci.

Not Present: Gail Fell, John Eckerson, Aimee Sheldon, Ted Burdick

Sarah Wise Miller called the meeting to order at 7:41 pm

Mary moved to approve the minutes with corrections as discussed, was seconded by Paula and approved by all.

Sarah mentioned The Vehicle Fair was fantastic and well organized, and thanked the Auxiliary Board for their work.

Sarah also introduced Jana Seitz to the board. Jana is completing a term that will end in January 2018.

Director's Report

Chris Shoemaker reported that drainage issues were addressed in the front of the building. The cleaned scuppers and drains have significantly reduced water seepage in the basement level. Chris is waiting for bids on exterior painting, and looking into quotes for rebuilding the widow's walk up on the roof.

WLS has not announced the construction grant guidelines yet, but that information will be coming soon. Chris will talk with the building committee on ideas for projects from the capital campaign. Energy efficiency and increased service are two general requirements for the grant.

On metrics about the library, Chris is investigating on processes and will have a full report at the next meeting.

A donor mailing will be going out to 125 households that have not donated in the last 18 months.

Chris requested a closure of the library from 9:30-12:30 on June 27th for staff training in customer-care webinar. Sarah moved to approve the closing of the library seconded by Fran and approved by all.

Finance Committee

Paula Gamache reported that expenses tracking budget so far.

Annual Campaign donations stand at \$11,900 for the year.

The finance committee had a conference call with SilverCrest to review the endowment performance. First quarter earnings are solid but the prediction is for slow growth ahead, and the returns edging higher. Paula clarified the investment portfolio is reviewed quarterly.

The auditors will have completed the audit by June 6th. The same firm has been used for 10 years, it was suggested that the library look at best practices on rotating auditing firms. Chris will check with the City to see if they are comfortable with the library retaining the same firm. Bernie moved to accept the April financial records, seconded by Fran and approved by all.

Auxiliary Report

Vehicle Fair came back to the Village Green and it was a great turn out 300 families came out. It brought in roughly \$20,000 dollars. Much higher than the Science Fair.

11 new members have joined the Auxiliary Board as the board gears up for next Novel Night. Christine Watson and Katie Vernace will be the co-chairs for Novel Night. The new members to the Auxiliary Board are: Elizabeth Parks, Katie Schmitz, Katie Vernace, Claire Conklin, Diana Page, Suzanne Napoli, Susan Frazier, Jane Waluch, Cynthia Pemble, Lindsay Timlin, and Jennifer Eylward.

Carolina made a motion to approve the slate of new members, seconded by Sarah and approved by all.

Buildings Grounds/Capital Project

Peter reported the committee has been reviewing plans from the architect, counting every seat and collecting feedback on several points, especially the mezzanine behind the circulation desk.

The building committee will host a walk through for trustees on June 13, and then the architect will present on June 20th. Both those meetings will start at 7 pm.

Development

Patsy brought up a discussion about an honorary chair to the annual campaign, and an invitation letter will be sent. Other suggestions for honorary chair are welcome.

Nominating

Mary welcomed Jana Seitz to the board, and asked for trustees to forward any names for the next slate to her to begin discussion.

Strategic Planning

There was a strategic planning introduction meeting for the new committee to get started.

Old Business

While the Vehicle Fair was an amazing success , Sarah encouraged more board members to attend the library events. Stopping by briefly as your schedule permits would be welcome.

New Business

Francis Jenkins reported that he had introductory conversations with SPRYE about moving some operations into the library, such as providing a dedicated space for them to work with their members. SPRYE's mission is helping people age in place. Any board members interested in being part of this committee to explore the options for bringing SPRYE to the library should contact Sarah, Chris or Francis.

Rye Reads

The committee is still discussing options for Rye reads, but there is a Sound Shore Read being planned for 2018. The book selected for that is 1968 by Mark Kurlansky

Carolina Johnson mad a motion to adjourn, seconded by Bernie Althoff and approved by all.

The meeting ended at 8:46 PM