

Minutes of the January 25, 2022 RFRR Board meeting

Kathleen Riegelhaupt called the meeting to order at 7:33. No one from the public was in attendance.

Consent Agenda

Kathleen presented the consent agenda which included the minutes of the December 2021 meeting; the December 2021 financial statements; and change the Annual Meeting date from February 24 to February 15. Matt moved to approve the consent agenda and Jackie seconded. All approved.

President's Report

Kathleen thanked all for joining the meeting remotely. She welcomed the incoming trustees: Megan Monaghan, Maria Seiler, Shelly Huber, and Jen McArdle. She also welcomed Josh Nathan as the new liaison to the library from the city council. She thanked retiring trustees Sarah and Ted for their commitment and nine years of service each to the library. She reported that the information session with the Skolnick team last evening was a great success and she thanked those that attended. The public session with the Skolnick team is tomorrow. There will be a review of the board's committee structure later this meeting and she encouraged all trustees to serve on at least one committee.

Staff Reports

Director's Report

Chris reported that the Skolnick team has been great to work with. There are sessions planned with the teen advisor group and other stakeholders such as the city and the Y. RyeTV has successfully moved into the library. The library was awarded a METRO grant for STEM programming for grades 3 to 6. RFRR will be partnering with the Westchester Children's Museum and Harrison Public Library on this project. There is no flood update. The library is still waiting to receive the check from the insurance company. That payout of \$178,000 will more than cover the expenses for the physical repairs but not the collection.

Chris presented the year end statistics. He compared 2021 to both 2020 and 2019 in order to get a more accurate picture. Children's circulation did not drop as much as anticipated because of the flood losses. The number of questions answered was up. The number of items added remains a problem due to shipping delays and waiting for the Children's Room to reopen before placing orders. The library has not returned to pre-pandemic levels of service but there has been



definite growth. Ted commented that the door count was only down 7% while other areas were down more. People are using the library as an alternative place to work remotely.

Adult Services

Catherine reported that the new books have been relocated to the shelves on the left as you enter. Many are “forward facing” with recommendations. “Staff Picks” bookmarks have been made.

Teen Services

Sara’s weekly craft program has resumed. Regular attendance has been good. Sara co-judged the Y’s “Heads Up!” safety poster contest which promoted safety while texting.

Children’s Services

There has been a major effort to get books back on the shelves and an audit is being conducted to determine what needs to be replaced. The dollhouse and other toys are being put out again. Daily cleaning of these toys will be prioritized. Michelle has begun an afterschool craft program. Attendance has been good. She is also starting a Saturday storytime for school-age children.

Auxiliary Board

Lina reported that they are gearing up for Novel Night 2022. The first committee meeting is coming up soon. The first phase is getting hosts. They hope to raise between \$120,000 and \$150,000. The Vehicle Fair is scheduled for May 22 on the Village Green.

Board Discussion

Development Committee

Jackie reported great results from the Annual Campaign. There were 581 gifts and the final total was \$366,582.15. Lists of current donors and lapsed donors are being prepared so that trustees can write thank you notes or encouragement notes.

Committee Review

Kathleen described each of the each of the board’s committees: Executive; Building and Grounds; Development (usually the new trustees in their first year); Finance and Audit (Maria will chair this committee as Treasurer); Nominating (looking particularly to sectors and skill sets that the board needs); and Strategic Planning (this committee will begin work on a new strategic plan this year). She encouraged all board members to review the committees and decide on which ones they would like to serve.

Policy Review

Kathleen tabled this discussion until the March meeting.

Architect/Space Planner Update

Chris reported that there has been a good response to the Google Doc list of questions he sent to trustees who were unable to attend the session with Skolnick. A site survey is being developed since the last one is twenty years old. Skolnick will be working on a ten week process with the plan report due in March.

Mission Moments

Read Across America is March 2. Request book bundles or stop by and get book recommendations. National Library Week is April 3 - 9. The theme is “Connect with Your Library.”

Fund Transfer

Ted reported that since there had been such an outpouring of support during the Annual Campaign for replacing the Children’s collection damaged in the flood, it would be appropriate to create a fund specifically for that purpose. Unusually the funds would go to capital projects. It was determined that the appropriate sum would be \$100,000. Sarah moved that a fund be created specifically for the restoration of the children’s book collection through the transfer of \$100,000 raised during the 2021 Annual Campaign. Jan seconded. All approved.

There being no new business, Kathleen suggested that the meeting be adjourned. Sara so moved and Trish seconded. All approved. The meeting was adjourned at 8:20.

Action: The Board approve the January 2022 meeting minutes

12.15	Total Repairs (Add Questions 12.13 and 12.14)	\$200,476	\$93,133
12.16	Other Disbursements for Operation & Maintenance of Buildings	\$89,209	\$65,444
12.17	Total Operation & Maintenance of Buildings (Add Questions 12.15 and 12.16)	\$289,685	\$158,577
MISCELLANEOUS EXPENSES			
12.18	Office and Library Supplies	\$18,251	\$26,586
12.19	Telecommunications	\$2,510	\$5,657
12.20	Postage and Freight	\$6,991	\$3,440
12.21	Professional & Consultant Fees	\$28,899	\$22,809
12.22	Equipment	\$0	\$9,451
12.23	Other Miscellaneous	\$47,935	\$54,589
12.24	Total Miscellaneous Expenses (Add Questions 12.18, 12.19, 12.20, 12.21, 12.22 and 12.23)	\$104,586	\$123,137

Contracts/Debt Service/Transfers/Grand Total

12.25	CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE	\$73,672	\$78,172
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DEBT SERVICE**Capital Purposes Loans (Principal and Interest)**

12.26	From Local Public Funds (73PF)	\$0	\$0
12.27	From Other Funds (73OF)	\$0	\$0
12.28	Total (Add Questions 12.26 and 12.27)	\$0	\$0
Other Loans			
12.29	Budget Loans (Principal and Interest)	\$0	\$0
12.30	Short-Term Loans	\$0	\$0
12.31	Total Debt Service (Add Questions 12.28, 12.29 and 12.30)	\$0	\$0