

Minutes of the January 24, 2023 RFRR Board Meeting

Kathleen Riegelhaupt called the meeting to order at 7:36. Three members of the public, the nominees for new trustees, were in attendance.

Consent Agenda

The Consent Agenda included the December 20, 2022 meeting minutes, and the slate of new members for the Auxiliary Board. Matt moved to approve the consent agenda. Emilie seconded. All approved.

President's Report

Kathleen acknowledged Trish on this her last meeting and thanked her for all her work during the last 6 years. She reminded the board that the annual meeting was scheduled for February 9. She welcomed the new heads of the Auxiliary Board, Georgia and Diane.

Staff Reports

Director's Report

Chris reminded the board that this was the third year of working with CURE. The program is scheduled in March. Planning for the 2023 annual campaign has already begun. Chris discussed the 2022 statistics. Circulation was up 10% with express materials being particularly popular. Door count was up 14%. The number of programs offered increased by 68%. Spending for materials was high because of the use of the special fund to buy replacements for flood damaged materials.

Adult Services

Catherine reported that she visited the Rye Seniors group. They have started a book club. The library currently has 8 active book clubs. The library is working hard to get extra copies of popular new books as soon as they come out.

Teen Services

Catherine showed the board a paper Korean lotus lantern that was part of a teen program on Korean culture. The circulating board games are very popular.

Children's Services

The Noon Year's Day party had over 100 attendees. It featured a countdown to noon. Wonder books have become extremely popular.

Auxiliary Board

Diane reported on the plans for an off year fundraiser. A casino night at the library is being planned. A kid's book brunch is also being planned. Georgia reported that chairs have been selected for the vehicle fair in May, the proposed casino night and the proposed kid's book brunch. There are 10 new members on the Auxiliary Board.

Annual Campaign

Megan reported that the total for the 2022 campaign was \$344,000, higher than the last two years. Unfortunately there were fewer donors. A discussion ensued about how to increase the donor base. Chris will meet with the development committee. A more targeted push is planned during National Library Week in April.

Finance

Maria presented the December 2022 financial statements. She reported that it was a great fundraising year for the Auxiliary Board and the annual campaign. There were higher expenses for printer service fees and credit card processing fees. Personnel costs were below budget. Material spending was slightly behind budget because of delays in the fulfillment process. Jackie moved to accept the December 2022 financial statements. Maria seconded. All approved.

Maria then presented two recommendations. The library was eligible for the employee retention tax credit for some quarters in 2020 and 2021. This is anticipated to be around \$285,000. She recommended that it be deposited in capital funds. She then recommended that a portion of the surplus in the library's general operating accounts be transferred to the capital projects fund. She proposed that \$129,000 of the surplus in the general operating accounts be transferred to the capital projects fund. Jan so moved. Trish seconded. All approved.

Architect Update

Chris handed out materials describing two options for temporary flood solutions. Option 1 adds temporary barriers and replacement windows. It has an estimated cost of approximately \$50,000. Option 2 involves a major reorganization of library services including the relocation of the children's room to the current teen area and mezzanine; the teen area to the lower level; and the play area remaining on the lower level and adding temporary flood barriers. It has an estimated cost of approximately \$100,000. A discussion of the two options ensued. Option 1 only addresses flood mitigation. Option 2 addresses flood mitigation and makes changes that would improve patron experience considering how the library (particularly the children's room) is now being

used. The need to replace the windows on the lower level which had been a main entry point for the flood waters was stressed. The adjustments made in the children's room to create a play space and still provide quiet space for the traditional library experience have helped but not completely resolved the issues. The board was inclined to approve option 2 with the addition of adding the replacement windows. Jen moved that the board authorize the expenditure of up to \$25,000 to validate the proposal to go ahead with a combination of both options 1 and 2. Jan seconded. All approved.

Mission Moments

Kathleen reminded the board of upcoming events including Joseph Polisi's talk on Lincoln Center, Cooking the Books book club, and the winter wonderland escape room for kids.

There being no further business, Kathleen requested a motion to adjourn. Matt so moved and Jan seconded. All approved. The meeting was adjourned at 8:59.

Action: The Board approve the January 2023 meeting minutes