

Minutes of the May 24, 2022 RFRR Board meeting

Kathleen Riegelhaupt opened the meeting as an information session at 7:32, as quorum was not present.

No one from the public was in attendance. The following representatives from the space planning consultants were also in attendance: Skolnick Design and Architecture: Lee Skolnick, Jo Ann Secor, Christian Ferwerda, and Vonn Weisenberger; TMS Waterfront: Dena Pratos; Altieri: Philip Steiner and Anthony Amoroso.

Staff Reports

Director's Report

Chris reported that a new communications and marketing plan is being developed. The newsletter will be redesigned and blended into social media. The '23-'24 budget has been drafted and will be forwarded to the finance committee for review. The development of the Y Studios has made parking more challenging. Once it opens in June and the road construction on Locust Avenue is completed, the actual impact on parking can be determined. A grant was received for a joint historical presentation with the Rye Historical Society as part of Revolutionary Westchester 250. A new Children's Librarian Assistant has been hired and the interview process for a new Children's Librarian has been completed.

Chris reviewed the statistics for the first quarter of the year. The numbers for library access are bright. Circulation is ahead of 2021 and close to first quarter 2020. New library card emails are going out again. Website use has fallen because appointments are no longer required for entry. Programs and program attendance have increased and are close to pre-pandemic levels. Baker & Taylor have cleared up their shipping issues and so the library has received a large amount of material to be processed. So far \$30,000 of the \$100,000 set aside for replacement children's materials has been spent and the items have been coming in rapidly.

Adult Report

Catherine reported that the library is getting ready for the summer reading program. This year the theme is "Oceans of Possibilities". The mini-golf kick-off is set for June 25. The theme for each hole is a book. The Rye High internship program is meeting at the library daily for three weeks. The seed library has been brought up to date. There are sweet potato slips in the propagation station.

Teen Report

Sarah collaborated with the Y, pRYEde, the Youth Council and Rye Act on the “Power of Community” event on the village green. A cultural fair is being planned.

Children’s Report

The Mother’s Day tea party was well attended. Storytime and music programs are conducted every weekday. In July storytime will move to Rye Town Park and continue there until Labor Day. This is longer than in previous years due to its popularity.

There now being a quorum, Kathleen called the meeting to order at 7:52. No one from the public was in attendance.

Consent Agenda

Kathleen presented the consent agenda which included the minutes of the April 2022 meeting; the April 2022 financial statements; and the list of new members of the Auxiliary Board: Kelli Sussman and Gwendolyn Boyce. Nicole moved to approve the consent agenda and Emilie seconded. All approved.

President’s Report

Kathleen congratulated Lina and the Auxiliary Board for a very successful Vehicle Fair. The policy review and committees will start this month.

Auxiliary Board

Lina reported that the Vehicle Fair (the first one since 2019) was the most successful ever, raising \$22,000. Between 500 and 700 children attended. So far the Novel Night committee is having good success getting business sponsors. Hosts are still needed. They don’t want to have to limit ticket sales because of lack of capacity. Planning for the Book Sale will begin in June. The sale is in September and brought in over \$6,000 last year. An idea that is being considered as a fundraiser in non-Novel Night years is an adult mini-golf event in the library.

Audit

Maria reported that the library received a clean report from the auditors. She reported that the assets are up from a decrease of \$338,176 in 2020 to an increase of \$569,993 in 2021. This was driven by the income from and forgiveness of the PPP loans, strong growth in investment income, and higher than normal contributions. The Management Letter noted no material weaknesses. Segregation of duties was pointed out as a

deficiency but the size of the library's organization is the main reason. Frances commented that this had been pointed out in the past. Frances moved to accept the 2021 audited financial statements and management letter. Maria seconded. All approved.

Architect/Space Planner Presentation

Kathleen opened the meeting up for discussion of the plan submitted by Skolnick in order to determine the level of interest of the Board in the project and the will to carry it out and fund raise for it. She reported that the feedback from the Board survey had been positive with support for its focus on investing in the children's room. The concerns raised included the structural feasibility regarding the wall by the brook; the ability to raise sufficient funds and the possibility of doing the project in stages.

There was discussion of the benefits and challenges of the plan. The plan does move the most at risk content and equipment from immediate flooding. There was a lot of interest in the improved accessibility, new community room and working spaces. There was some confusion about the differences between the children's room and the discovery room, and potential issues with having those spaces separated.

The high cost was noted as a concern, and additional discussion focused on the last capital campaign performance, other potential campaigns in the community, and economic uncertainty for the future.

There was additional discussion about alternatives, including raising the building and acquiring additional land.

Kathleen noted that the cost for an alternate plan with an expansion would be \$14,500 (\$20,000 with renderings) and the cost for structural engineering and concept design validation from Skolnick with the existing plan would be \$108,000. The Board would need to authorize funds in either case.

Kathleen summed up that the consensus of the Board was to hold off on approving additional funds while finding out the feasibility of acquiring more land from the city and getting a brief answer from Skolnick on the feasibility of raising the building. With this additional information, the Board will then address next steps at the June meeting.

Mission Moments

Chris outlined upcoming programs including Chris Duncan's art show in June, a family concert on June 11, donuts with dad, and the mini-golf kick-off for the summer reading program.

There being no further business, Kathleen requested a motion to adjourn. Matt so moved and Emilie seconded. All approved. The meeting was adjourned at 9:53.

Action: The Board approve the May 2022 meeting minutes