

Tuesday, November 28, 2023
7:30 pm Board of Trustees Monthly Meeting
Meeting Room

Agenda

1. Roll Call
2. Public Comment
3. Consent Agenda (VOTE)
 - a. Approve July 25, 2023 meeting minutes (Attachment)
 - b. Accept the July 2023 financials (Attachment)
 - c. Accept the August 2023 financials (Attachment)
 - d. Accept the September 2023 financials (Attachment)
4. President's Report
 - a. Trustee Education Requirement (Attachment)
 - b. Board Dashboard (Attachment)
5. Information Items
 - a. Staff Reports (Attachments)
 - i. Director's Report
 1. 3rd Quarter Statistics (Attachment)
 2. Notary Policy Update (Attachment, VOTE)
 3. Children's Room Policy Update (Attachment, VOTE)
 4. Teen Room Policy Update (Attachment, VOTE)
 5. Discovery Area Policy Update (Attachment, VOTE)
 6. Cardholder Registration and Borrowing Policy Update (Attachment, VOTE)
 - ii. Adult Report
 - iii. Teen Report
 - iv. Children's Report
 - b. Auxiliary Board
6. Board Discussion
 - a. Annual Campaign
 - b. Building Committee
 - i. Breezeway Benches (Attachment, VOTE)
 - ii. Front Landscaping (Attachment, VOTE)
 - c. Finance Committee
 - i. Accept the October Financials (Attachment, VOTE)
 - ii. Accept the 2022 Form 990 (Attachment, VOTE)
 - d. Nominating Committee
 - e. Mission Moments (Attachment)



7. New Business
8. Executive Session

Next meeting dates: Tuesday, December 19 – 7:30 pm

Minutes of the July 25, 2023 RFRR Board Meeting

Kirstin Bucci called the meeting to order at 7:35. No one from the public was in attendance.

Consent Agenda

The Consent Agenda includes the May 23, 2023 meeting minutes and the May 2023 financials. Kathleen moved to approve the consent agenda. Jackie seconded. All approved.

President's Report

Kirstin had no report.

Staff Reports

Director's Report

Chris presented the 2nd quarter statistical report. Circulation was up 10%. Patron registration and reference interactions continued to grow. Programming was down 18% primarily because of the loss of senior programs. Several groups including Rye Rec have moved their programs to other venues because of the change in the parking regulations at the library. There were 38 programs in April and only 18 in June. There was a discussion about how to increase programming.

Adult Services

Catherine reported that the summer reading program for all groups is going well. The "Pie and Pages" program in which librarians pair 5 pies with books is fully subscribed. The program is co-sponsored by Noble Pies.

Teen Services

Two groups from Rye Rec came to the library. There was a program for making rock candy.

Children's Services

Blue Skies Camp comes twice a week. The Time Traveler's Book Club will meet this month. Attendance at the Storytime at the Beach is strong.

Auxiliary Board

Georgia reported that four new members had been voted in at the June meeting: Bettina Scott Funk, Eva Rooney, Dian Whelan, and Lydia Zolman. Jan moved that these new members be approved. Jennifer seconded the motion. All approved.

Annual Campaign

Kirstin presented the draft letter for the campaign. There were a few typo corrections suggested. There was a discussion of the membership categories and benefits. The board will vote on the benefits at the next meeting. Jennifer moved to accept the membership categories. Shelley seconded. All approved.

Building Committee

Chris reported that the Skolnick design was technically feasible. The Building Committee will meet with the Skolnick team on Monday for a wrap up meeting. Chris reported on potential capital projects. A portion of the HVAC system is reaching end of life. If the library received a grant for its replacement, we would be required to keep that equipment for ten years. It is unlikely that that equipment would work for a future addition such as the Skolnick design. It was the feeling of the board to let it wait. Chris then reported on the upcoming space swap which was approved in March. The permits should be coming through shortly. He presented a timeline and FAQ sheet for the project. The discovery area will be closed as of July 31. The teen room will close on August 7. By August 21 the children's collection will be on the first floor. The discovery area and the teen room should reopen on September 4. Chris next presented an update on the landscaping. A design plan is expected in the fall. The irrigation system has been fixed. Several children's programs have been held in the temporary garden.

Finance Committee

Katie presented the June financials. Operations are running close to budget. Jennifer moved to accept the June 2023 financials. Jackie seconded. All approved. Katie then presented the draft 2024 budget. The budget includes a 1.5% increase over last year and anticipates an increase in income of \$5,000 each from the Auxiliary Board and the Annual Campaign. We will be asking the city for a 1.8% increase. Jan moved that the board approve the draft 2024 budget and authorize Chris to submit it to the city. Shelley seconded. All approved.

Katie then presented the 2022 Financial Statement and Management Communications from the auditors. There was a discussion of the library's operational procedures for paying bills and writing checks. Cyber security for non-profits was also discussed.

The finance committee will begin to review and update the financial policy and procedure manual. Shelley moved that the board accept the 2022 Financial Statement and Management Communications. Jan seconded. All approved.

Mission Moments

The “Pies and Pages” program will be held on July 26. Teams for the Battle of the Books are starting to practice. The Book Sale will be held on September 9 and 10. Donations will be accepted beginning August 28.

Executive Session

Jackie moved that the board go into Executive Session. Kathleen seconded. All approved. The board went into executive session at 8:47. The board came out of executive session at 9:07.

Jackie moved that the board approve the management compensation as discussed in executive session. Kathleen seconded. All approved.

There being no further business, Kirstin called for a motion to adjourn. Shelley so moved. Jan seconded. All approved. The meeting was adjourned at 9:08.

Action: The Board approve the July 2023 meeting minutes

Information Session – September 26, 2023 RFRR Board Meeting

At 7:40, Kirstin Bucci noted that this meeting would be an information session, as there was not a quorum. Kirstin discussed the trustee education requirements. Chris Shoemaker send around links to virtual training opportunities.

Chris reviewed the director's report. There was discussion about parking and senior programming.

Catherine Riedel shared out the department reports. As the spaces near completion, the library will be reviewing staffing and the remaining work to be completed.

Chris gave a quick recap of the library booksale, which was well enjoyed, despite the rain and humidity.

The Annual Campaign mailing was received, and gifts have started to come in. Trustees were reminded to make their gifts, if they have not already.

Kirstin announced the policy review committee would be creating a gift policy, to address naming rights, length of recognition, removal factors, maintenance terms, and other influencing factors.

Kirstin provided an overview of a proposal from TMS Waterfront for grantwriting services related to the seawall. There was discussion over estimates, hourly rates, scope, and other services. Chris will reach out to Brian Shea, Assistant City Manager, for information on the city's grantwriting and grantseeking process.

There was discussion about increasing membership from the pool of Casino Night attendees.

Chris addressed a question about the library's connection to Watershed, Rye's literary festival.

The information sessions finished at 8:35.

July Financials

July incomes reflects the second portion of the city funding. The Osborn income will be reflected on the August financial statement due to a timing matter with the receipt of those funds.

In expenses, the second portion of the WLS IT support fee was paid. That covers the library catalog services, the tech support, digital resource costs, and network connection fees.

Building operations reflects payments to Coverall, the cleaning service, as well as landscaping costs and sprinkler repairs.

Personnel and medical insurance costs are behind projections. The retirement payment, which will be paid in December, is estimated to be lower than projected.

Action : The Board accept the July 2023 financial statements

Rye Free Reading Room
Income and Expense Report
For 6 Month Ending June 30, 2023

	Current Month 2023	2023 YTD Actual	2023 YTD Budget	2023 Budget
Income				
City of Rye	\$ -	\$ 680,000	\$ 680,000	\$ 1,360,000
Annual Campaign	\$ 1,736	\$ 46,020	\$ 122,500	\$ 245,000
Miscellaneous Income	\$ 1,659	\$ 12,820	\$ 17,500	\$ 35,000
Osborn Branch Library	\$ 5,716	\$ 22,306	\$ 28,116	\$ 56,232
Auxiliary Board Transfer	\$ -	\$ -	\$ -	\$ 65,000
Endowment Transfer	\$ -	\$ -	\$ -	\$ 105,000
	<u>\$ 9,111</u>	<u>\$ 761,146</u>	<u>\$ 848,116</u>	<u>\$ 1,866,232</u>
Expense				
Library Materials				
Books	\$ 6,432	\$ 33,461	\$ 44,443	\$ 88,885
Audio Visual	\$ 2,277	\$ 5,202	\$ 12,970	\$ 25,940
Periodicals	\$ 619	\$ 3,690	\$ 6,450	\$ 12,900
Programs	\$ 2,352	\$ 10,489	\$ 6,250	\$ 12,500
Ebooks/ Binding	\$ 9,613	\$ 19,076	\$ 20,500	\$ 41,000
	<u>\$ 21,293</u>	<u>\$ 71,918</u>	<u>\$ 90,613</u>	<u>\$ 181,225</u>
Library Operations				
Supplies	\$ 1,639	\$ 9,137	\$ 7,000	\$ 14,000
Equipment & Systems - New	\$ 22	\$ 1,021	\$ 2,250	\$ 4,500
Equipment & Systems - Maintenance	\$ -	\$ -	\$ 2,500	\$ 5,000
Automated Systems	\$ 1,116	\$ 37,329	\$ 35,348	\$ 70,695
Telephone	\$ 288	\$ 1,490	\$ 2,500	\$ 5,000
Postage	\$ 782	\$ 3,994	\$ 4,500	\$ 9,000
Printing & Publicity	\$ 1,764	\$ 14,622	\$ 18,000	\$ 36,000
Auditing	\$ -	\$ 10,789	\$ 10,250	\$ 20,500
Legal Services	\$ -	\$ -	\$ 1,000	\$ 2,000
Interest	\$ -	\$ -	\$ -	\$ -
Transfer to Designated Account	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ 3,535	\$ 9,290	\$ 3,900	\$ 7,800
	<u>\$ 9,146</u>	<u>\$ 87,672</u>	<u>\$ 87,248</u>	<u>\$ 174,495</u>
Building Operations				
Heat	\$ 759	\$ 17,622	\$ 8,400	\$ 16,800
Light & Power	\$ 1,944	\$ 12,245	\$ 17,250	\$ 34,500
Water & Sewer	\$ 247	\$ 1,588	\$ 4,000	\$ 8,000
Fixtures, Furnishings & Equipment	\$ 1,960	\$ 3,783	\$ 2,500	\$ 5,000
Building Supplies	\$ 1,043	\$ 3,250	\$ 6,000	\$ 12,000
Contracted Services	\$ 12,298	\$ 52,731	\$ 30,780	\$ 61,560
Repairs & Maintenance	\$ 2,762	\$ 12,753	\$ 9,000	\$ 18,000
Insurance	\$ -	\$ 18,811	\$ 16,250	\$ 32,500
Capital Projects Fund Transfer	\$ -	\$ 129,000	\$ -	\$ -
Miscellaneous	\$ 100	\$ 4,687	\$ -	\$ -
	<u>\$ 21,113</u>	<u>\$ 256,470</u>	<u>\$ 94,180</u>	<u>\$ 188,360</u>
Personnel				
Salaries	\$ 72,999	\$ 481,964	\$ 507,646	\$ 1,015,292
Social Security	\$ 5,298	\$ 35,620	\$ 38,835	\$ 77,670
Retirement	\$ -	\$ -	\$ -	\$ 109,394
Medical Insurance	\$ 8,483	\$ 41,792	\$ 45,952	\$ 91,904
Other Insurance	\$ 3,339	\$ 6,230	\$ 8,000	\$ 16,000
Payroll Services	\$ 591	\$ 4,151	\$ 3,500	\$ 7,000
Staff Development	\$ 463	\$ 2,449	\$ 1,500	\$ 3,000
Miscellaneous	\$ -	\$ -	\$ -	\$ -
	<u>\$ 91,173</u>	<u>\$ 572,206</u>	<u>\$ 605,433</u>	<u>\$ 1,320,260</u>
Total Income	<u>\$ 9,111</u>	<u>\$ 761,146</u>	<u>\$ 848,116</u>	<u>\$ 1,866,232</u>
Total Expense	<u>\$ 142,725</u>	<u>\$ 988,266</u>	<u>\$ 877,474</u>	<u>\$ 1,864,340</u>
Net Receipts (Expense)	<u>\$ (133,614)</u>	<u>\$ (227,120)</u>	<u>\$ (29,358)</u>	<u>\$ 1,892</u>

Rye Free Reading Room
Annual Campaign
June 2023 YTD

<i>Donations to the Current Annual Campaign</i>		<i>2021</i>	<i>2022</i>	<i>2023</i>
Donations received & deposited in	JAN	29,771	85,387	32,982
	FEB	9,764	5,531	1,446
	MAR	4,471	5,764	2,953
	APR	7,031	3,659	4,214
	MAY	3,077	5,989	2,689
	JUN	3,820	4,953	1,736
	JUL	2,850	811	-
	AUG	1,940	203	-
	SEP	37,884	16,977	-
	OCT	50,299	81,183	-
	NOV	88,772	67,548	-
	DEC	101,425	66,435	-
	Total	341,104	344,440	46,020

Donations to *Previous or Subsequent* Annual Campaigns

Donations to <i>prior</i> Annual Campaigns	24,193	85,287	30,883
Donations to the <i>subsequent</i> Annual Campaign	0	0	0
<i>Sub-total</i>	<u>24,193</u>	<u>85,287</u>	<u>30,883</u>

Rye Free Reading Room
Endowment Report
June 2023

Endowment Inflows/Outflows:	YTD 2023	YTD 2022	YTD 2021	YTD 2020
Beg of Period (Market Value)	2,109,492	2,388,851	2,188,828	2,233,617
Expenses	(7,338)	(14,834)	(15,674)	(13,845)
Transfer to/from Other Funds	0	(101,616)	(95,000)	(95,004)
Interest & Dividend Income	26,025	57,746	63,379	59,271
Appreciation	32,613	(220,654)	247,318	4,789
End of Period Bal (Market Value)	2,160,792	2,109,492	2,388,851	2,188,828
Endowment Performance	2.43%	-7.44%	13.48%	2.25%
Return of S&P 500	16.89%	-18.11%	28.71%	18.40%
Return of Barclays Bloomberg Aggregate Bond Index	2.09%	-13.01%	-1.54%	7.51%

Silvercrest:		YTD 2023	YTD 2022	YTD 2021	12/31/2020
Cash & Equivalents	5%	106,717	29,727	12,815	114,631
Fixed Income	35%	679,833	775,964	884,363	647,426
Equities	57%	1,108,964	1,046,548	1,170,444	1,143,143
Gold	1%	17,827	16,964	17,096	26,754
Other	2%	40,139	46,723	71,182	32,810
Silvercrest Total	100%	1,953,480	1,915,926	2,155,900	1,964,764

Endowment Breakdown at:		Permanently Restricted	Temp Restricted & Board Designated	Total
YTD 2023				
Shea		41,680	43,784	85,464
Flores		76,650	(4,371)	72,279
Balf		27,390	22,178	49,568
Silvercrest		745,086	1,208,394	1,953,480
		\$ 890,806	1,269,986	2,160,792

Rye Free Reading Room Combined Report

For 6 Month Ending June 30, 2023

	Unrestricted (Operating)	Temp. Restricted (Designated)	Endowment and Board Restricted	Combined
Income				
City of Rye	\$ 680,000	\$ -	\$ -	\$ 680,000
Annual Campaign	46,020	0	0	46,020
Contribution	-	36,840	0	36,840
Grants	-	205,823	0	205,823
Osborn Branch Library	22,306	0	0	22,306
Income from Invested and Equity	-	21,976	26,025	48,001
Miscellaneous	12,820	0	0	12,820
Transfer: Auxiliary to Operating	-	0	0	-
Transfer: Operating to Designated	-	0	0	-
Transfer: Operating to Cap Projects	-129,000	129,000	0	-
	<u>632,146</u>	<u>393,639</u>	<u>26,025</u>	<u>1,051,810</u>
Transfer: Auxiliary to Operating	0	0	0	-
Transfer: Endowment to Operating	0	0	0	-
Appreciation/Depreciation		0	32,613	32,613
Total Funds	632,146	393,639	58,638	1,084,423
Expense				
Library Materials				
Books	33,461	15,453	0	48,914
Audio Visual	5,202	0	0	5,202
Periodicals	3,690	0	0	3,690
Programs	10,489	42,596	0	53,085
Online Resources	9,613	0	0	9,613
Miscellaneous	9,463	0	0	9,463
	<u>71,918</u>	<u>58,049</u>	<u>0</u>	<u>129,967</u>
Library Operations				
Supplies	9,137	0	0	9,137
Equipment & Systems - New	1,021	0	0	1,021
Equipment & Systems - Maintenance	0	0	0	-
Automated Systems	37,329	37,809	0	75,138
Telephone	1,490	0	0	1,490
Postage	3,994	0	0	3,994
Printing & Publicity	14,622	475	0	15,097
Auditing	10,789	0	0	10,789
Interest	0	0	0	-
Legal Services	0	0	0	-
Miscellaneous	9,290	0	0	9,290
	<u>87,672</u>	<u>38,284</u>	<u>0</u>	<u>125,956</u>
Building Operations				
Heat	17,622	0	0	17,622
Light & Power	12,245	0	0	12,245
Water & Sewer	1,588	0	0	1,588
Fixtures, Furnishings & Equipment	3,783	44,241	0	48,024
Building Supplies	3,250	0	0	3,250
Contracted Services	52,731	107,384	0	160,115
Repairs & Maintenance	12,753	21,078	0	33,831
Insurance	18,811	0	0	18,811
Miscellaneous	4,687	825	7,338	12,850
	<u>127,470</u>	<u>173,528</u>	<u>7,338</u>	<u>308,336</u>
Personnel				
Salaries	481,964	0	0	481,964
Social Security	35,620	0	0	35,620
Retirement	0	0	0	-
Medical Insurance	41,792	0	0	41,792
Other Insurance	6,230	0	0	6,230
Payroll Services	4,151	0	0	4,151
Staff Development	2,449	0	0	2,449
Miscellaneous	0	0	0	-
	<u>572,206</u>	<u>0</u>	<u>0</u>	<u>572,206</u>
Total Expense	859,266	269,861	7,338	1,136,465
Net Receipts/Expenses	-227,120	123,778	51,300	-52,042
Prior Year Funds	374,367	592,522	2,109,492	3,076,381
Balance	147,247	716,300	2,160,792	3,024,339

August Financials

August incomes shows the NYS library aid payment of \$4,000.

In expenses, automated services reflects the cost of the donor software, which is \$5,800.

Due to a processing issue, the VOIP phone service provider has not been invoicing the library for their services, which cover support and monitoring. The \$2,000 reflects the first 7 months of 2023.

Fixtures and furnishings shows a negative amount, as we received a refund for furniture that was ordered but was then declared out of stock.

Contracted services show the regular payment of \$3,700 to Coverall and \$3,000 to Granicus for the RyeTV livestream service.

Action : The Board accept the August 2023 financial statements

Rye Free Reading Room
Income and Expense Report
For 8 Month Ending August 31, 2023

	Current Month 2023	2023 YTD Actual	2023 YTD Budget	2023 Budget
Income				
City of Rye	\$ -	\$ 1,360,000	\$ 1,360,000	\$ 1,360,000
Annual Campaign	\$ 1,032	\$ 56,552	\$ 163,333	\$ 245,000
Miscellaneous Income	\$ 6,482	\$ 21,423	\$ 23,333	\$ 35,000
Osborn Branch Library	\$ 3,082	\$ 25,388	\$ 37,488	\$ 56,232
Auxiliary Board Transfer	\$ -	\$ -	\$ -	\$ 65,000
Endowment Transfer	\$ -	\$ -	\$ -	\$ 105,000
	<u>\$ 10,596</u>	<u>\$ 1,463,363</u>	<u>\$ 1,584,155</u>	<u>\$ 1,866,232</u>
Expense				
Library Materials				
Books	\$ 7,259	\$ 47,061	\$ 59,257	\$ 88,885
Audio Visual	\$ 5,337	\$ 11,550	\$ 17,293	\$ 25,940
Periodicals	\$ 72	\$ 8,449	\$ 8,600	\$ 12,900
Programs	\$ 749	\$ 11,991	\$ 8,333	\$ 12,500
Ebooks/ Binding	\$ 3,660	\$ 22,735	\$ 27,333	\$ 41,000
	<u>\$ 17,077</u>	<u>\$ 101,786</u>	<u>\$ 120,817</u>	<u>\$ 181,225</u>
Library Operations				
Supplies	\$ 1,174	\$ 11,725	\$ 9,333	\$ 14,000
Equipment & Systems - New	\$ -	\$ 1,021	\$ 3,000	\$ 4,500
Equipment & Systems - Maintenance	\$ -	\$ -	\$ 3,333	\$ 5,000
Automated Systems	\$ 6,182	\$ 75,420	\$ 47,130	\$ 70,695
Telephone	\$ 2,281	\$ 4,030	\$ 3,333	\$ 5,000
Postage	\$ 813	\$ 5,155	\$ 6,000	\$ 9,000
Printing & Publicity	\$ 4,776	\$ 19,555	\$ 24,000	\$ 36,000
Auditing	\$ -	\$ 17,468	\$ 13,667	\$ 20,500
Legal Services	\$ -	\$ -	\$ 1,333	\$ 2,000
Interest	\$ -	\$ -	\$ -	\$ -
Transfer to Designated Account	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ 1,534	\$ 11,659	\$ 5,200	\$ 7,800
	<u>\$ 16,759</u>	<u>\$ 146,034</u>	<u>\$ 116,330</u>	<u>\$ 174,495</u>
Building Operations				
Heat	\$ 39	\$ 17,696	\$ 11,200	\$ 16,800
Light & Power	\$ -	\$ 12,245	\$ 23,000	\$ 34,500
Water & Sewer	\$ 406	\$ 2,281	\$ 5,333	\$ 8,000
Fixtures, Furnishings & Equipment	\$ (2,328)	\$ 1,514	\$ 3,333	\$ 5,000
Building Supplies	\$ 1,805	\$ 7,655	\$ 8,000	\$ 12,000
Contracted Services	\$ 7,612	\$ 67,216	\$ 41,040	\$ 61,560
Repairs & Maintenance	\$ 3,232	\$ 16,760	\$ 12,000	\$ 18,000
Insurance	\$ -	\$ 18,811	\$ 21,667	\$ 32,500
Capital Projects Fund Transfer	\$ -	\$ 129,000	\$ -	\$ -
Miscellaneous	\$ -	\$ 4,904	\$ -	\$ -
	<u>\$ 10,766</u>	<u>\$ 278,083</u>	<u>\$ 125,573</u>	<u>\$ 188,360</u>
Personnel				
Salaries	\$ 76,238	\$ 635,344	\$ 676,861	\$ 1,015,292
Social Security	\$ 5,537	\$ 46,763	\$ 51,780	\$ 77,670
Retirement	\$ -	\$ -	\$ 72,929	\$ 109,394
Medical Insurance	\$ 6,080	\$ 48,400	\$ 61,269	\$ 91,904
Other Insurance	\$ -	\$ 6,231	\$ 10,667	\$ 16,000
Payroll Services	\$ 636	\$ 5,430	\$ 4,667	\$ 7,000
Staff Development	\$ 272	\$ 2,837	\$ 2,000	\$ 3,000
Miscellaneous	\$ -	\$ -	\$ -	\$ -
	<u>\$ 88,762</u>	<u>\$ 745,004</u>	<u>\$ 880,173</u>	<u>\$ 1,320,260</u>
Total Income	<u>\$ 10,596</u>	<u>\$ 1,463,363</u>	<u>\$ 1,584,155</u>	<u>\$ 1,866,232</u>
Total Expense	<u>\$ 133,364</u>	<u>\$ 1,270,907</u>	<u>\$ 1,242,893</u>	<u>\$ 1,864,340</u>
Net Receipts (Expense)	<u>\$ (122,768)</u>	<u>\$ 192,456</u>	<u>\$ 341,261</u>	<u>\$ 1,892</u>

**Rye Free Reading Room
Annual Campaign
August 2023 YTD**

<i>Donations to the Current Annual Campaign</i>		<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>
Donations received & deposited in	JAN	6,072	10,981	59,213	29,771
	FEB	150	2,960	16,352	9,764
	MAR	1,533	1,445	2,134	4,471
	APR	16,206	7,483	600	7,031
	MAY	946	3,225	492	3,077
	JUN	683	2,565	371	3,820
	JUL	253	2,406	4,267	2,850
	AUG	10,357	16,020	6,183	1,940
	SEP	361	2,345	4,017	37,884
	OCT	28,611	15,966	36,564	50,299
	NOV	42,570	17,269	64,037	88,772
	DEC	137,118	126,454	77,720	101,425
	Total	244,859	209,119	271,950	341,104
<i>Donations to Previous or Subsequent Annual Campaigns</i>					
Donations to <i>prior</i> Annual Campaigns		13,563	10,981	56,154	24,193
Donations to the <i>subsequent</i> Annual Campaign		0	0	0	0
<i>Sub-total</i>		13,563	10,981	56,154	24,193

Rye Free Reading Room
Endowment Report
August 2023

Endowment Inflows/Outflows:	YTD 2023	YTD 2022	YTD 2021	YTD 2020
Beg of Period (Market Value)	2,109,492	2,388,851	2,188,828	2,233,617
Expenses	(11,022)	(14,834)	(15,674)	(13,845)
Transfer to/from Other Funds	0	(101,616)	(95,000)	(95,004)
Interest & Dividend Income	30,794	57,746	63,379	59,271
Appreciation	44,367	(220,654)	247,318	4,789
End of Period Bal (Market Value)	2,173,630	2,109,492	2,388,851	2,188,828
Endowment Performance	3.04%	-7.44%	13.48%	2.25%
Return of S&P 500	20.65%	-18.11%	28.71%	18.40%
Return of Barclays Bloomberg Aggregate Bond Index	2.02%	-13.01%	-1.54%	7.51%

Silvercrest:		YTD 2023	YTD 2022	YTD 2021	12/31/2020
Cash & Equivalents	5%	98,279	29,727	12,815	114,631
Fixed Income	35%	687,662	775,964	884,363	647,426
Equities	57%	1,129,185	1,046,548	1,170,444	1,143,143
Gold	1%	18,002	16,964	17,096	26,754
Other	2%	31,626	46,723	71,182	32,810
Silvercrest Total	100%	1,964,753	1,915,926	2,155,900	1,964,764

Endowment Breakdown at:		YTD 2023	Permanently Restricted	Temp Restricted & Board Designated	Total
Shea		41,680	41,680	44,953	86,633
Flores		76,650	76,650	(4,622)	72,028
Balf		27,390	27,390	22,826	50,216
Silvercrest		745,086	745,086	1,219,667	1,964,753
		\$ 890,806	890,806	1,282,824	2,173,630

Combined Report For 8 Months Ending August 31, 2023

	Unrestricted (Operating)	Temp. Restricted (Designated)	Endowment and Board Restricted	Combined
Income				
City of Rye	\$ 1,360,000	\$ -	\$ -	\$ 1,360,000
Annual Campaign	56,552	0	0	56,552
Contribution	-	152,740	0	152,740
Grants	-	230,823	0	230,823
Osborn Branch Library	25,388	0	0	25,388
Income from Invested and Equity	-	27,074	30,794	57,868
Miscellaneous	21,423	0	0	21,423
Transfer: Auxiliary to Operating	-	0	0	-
Transfer: Operating to Designated	-	0	0	-
Transfer: Operating to Cap Projects	-129,000	129,000	0	-
	<u>1,334,363</u>	<u>539,637</u>	<u>30,794</u>	<u>1,904,795</u>
Transfer: Auxiliary to Operating	0	0	0	-
Transfer: Endowment to Operating	0	0	0	-
Appreciation/Depreciation		0	44,367	44,367
Total Funds	<u>1,334,363</u>	<u>539,637</u>	<u>75,161</u>	<u>1,949,161</u>
Expense				
Library Materials				
Books	47,061	24,288	0	71,349
Audio Visual	11,550	0	0	11,550
Periodicals	8,449	0	0	8,449
Programs	11,991	48,927	0	60,918
Online Resources	3,660	0	0	3,660
Miscellaneous	19,075	0	0	19,075
	<u>101,786</u>	<u>73,215</u>	<u>0</u>	<u>175,001</u>
Library Operations				
Supplies	11,725	0	0	11,725
Equipment & Systems - New	1,021	0	0	1,021
Equipment & Systems - Maintenance	0	0	0	-
Automated Systems	75,420	45,632	0	121,052
Telephone	4,030	0	0	4,030
Postage	5,155	0	0	5,155
Printing & Publicity	19,555	475	0	20,030
Auditing	17,468	0	0	17,468
Interest	0	0	0	-
Legal Services	0	0	0	-
Miscellaneous	11,659	0	0	11,659
	<u>146,034</u>	<u>46,107</u>	<u>0</u>	<u>192,141</u>
Building Operations				
Heat	17,696	0	0	17,696
Light & Power	12,245	0	0	12,245
Water & Sewer	2,281	0	0	2,281
Fixtures, Furnishings & Equipment	1,514	51,433	0	52,947
Building Supplies	7,655	0	0	7,655
Contracted Services	67,216	177,909	0	245,125
Repairs & Maintenance	16,760	21,078	0	37,838
Insurance	18,811	0	0	18,811
Miscellaneous	4,904	2,160	11,022	18,087
	<u>149,083</u>	<u>252,580</u>	<u>11,022</u>	<u>412,685</u>
Personnel				
Salaries	635,344	0	0	635,344
Social Security	46,763	0	0	46,763
Retirement	0	0	0	-
Medical Insurance	48,400	0	0	48,400
Other Insurance	6,231	0	0	6,231
Payroll Services	5,430	0	0	5,430
Staff Development	2,837	0	0	2,837
Miscellaneous	0	0	0	-
	<u>745,004</u>	<u>0</u>	<u>0</u>	<u>745,004</u>
Total Expense	<u>1,141,907</u>	<u>371,902</u>	<u>11,022</u>	<u>1,524,832</u>
Net Receipts/Expenses	192,456	167,735	64,139	424,329
Prior Year Funds	<u>374,367</u>	<u>592,522</u>	<u>2,109,492</u>	<u>3,076,381</u>
Balance	566,823	760,257	2,173,630	3,500,710

September Financials

Light and power were up, as there were three bills paid out in September. The city did not send the power bills over to us for July and August, so that led to the bunched up payments.

The Combined report shows \$11k in Misc income for the book sale.

Annual Campaign income is on target. Stacy was out of the office at the end of the month, so some of that income that was received in September wasn't deposited until October. October annual campaign income is \$120k for Oct 1 to Oct 10.

Endowment performance is down. The YTD balance is \$2,109,000. That is the same as the ending balance for 2022, so at this point the endowment is flat for the year.

Action : The Board accept the September 2023 financial statements

Rye Free Reading Room
Income and Expense Report
For 9 Month Ending September 30, 2023

	Current Month 2023	2023 YTD Actual	2023 YTD Budget	2023 Budget
Income				
City of Rye	\$ -	\$ 1,360,000	\$ 1,360,000	\$ 1,360,000
Annual Campaign	\$ 16,056	\$ 72,609	\$ 183,750	\$ 245,000
Miscellaneous Income	\$ 1,831	\$ 23,253	\$ 26,250	\$ 35,000
Osborn Branch Library	\$ -	\$ 25,388	\$ 42,174	\$ 56,232
Auxiliary Board Transfer	\$ -	\$ -	\$ -	\$ 65,000
Endowment Transfer	\$ -	\$ -	\$ -	\$ 105,000
	<u>\$ 17,887</u>	<u>\$ 1,481,250</u>	<u>\$ 1,612,174</u>	<u>\$ 1,866,232</u>
Expense				
Library Materials				
Books	\$ 6,692	\$ 53,753	\$ 66,664	\$ 88,885
Audio Visual	\$ 4,932	\$ 16,483	\$ 19,455	\$ 25,940
Periodicals	\$ 60	\$ 8,509	\$ 9,675	\$ 12,900
Programs	\$ 251	\$ 12,242	\$ 9,375	\$ 12,500
Ebooks/ Binding	\$ 4,743	\$ 27,478	\$ 30,750	\$ 41,000
	<u>\$ 16,678</u>	<u>\$ 118,465</u>	<u>\$ 135,919</u>	<u>\$ 181,225</u>
Library Operations				
Supplies	\$ 1,349	\$ 13,073	\$ 10,500	\$ 14,000
Equipment & Systems - New	\$ -	\$ 1,021	\$ 3,375	\$ 4,500
Equipment & Systems - Maintenance	\$ -	\$ -	\$ 3,750	\$ 5,000
Automated Systems	\$ 120	\$ 75,540	\$ 53,021	\$ 70,695
Telephone	\$ 593	\$ 4,623	\$ 3,750	\$ 5,000
Postage	\$ 1,222	\$ 6,378	\$ 6,750	\$ 9,000
Printing & Publicity	\$ -	\$ 19,555	\$ 27,000	\$ 36,000
Auditing	\$ -	\$ 17,468	\$ 15,375	\$ 20,500
Legal Services	\$ -	\$ -	\$ 1,500	\$ 2,000
Interest	\$ -	\$ -	\$ -	\$ -
Transfer to Designated Account	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ 3,729	\$ 15,389	\$ 5,850	\$ 7,800
	<u>\$ 7,013</u>	<u>\$ 153,047</u>	<u>\$ 130,871</u>	<u>\$ 174,495</u>
Building Operations				
Heat	\$ -	\$ 17,696	\$ 12,600	\$ 16,800
Light & Power	\$ 8,732	\$ 20,977	\$ 25,875	\$ 34,500
Water & Sewer	\$ 329	\$ 2,609	\$ 6,000	\$ 8,000
Fixtures, Furnishings & Equipment	\$ -	\$ 1,514	\$ 3,750	\$ 5,000
Building Supplies	\$ 400	\$ 8,055	\$ 9,000	\$ 12,000
Contracted Services	\$ 5,612	\$ 72,828	\$ 46,170	\$ 61,560
Repairs & Maintenance	\$ -	\$ 16,760	\$ 13,500	\$ 18,000
Insurance	\$ -	\$ 18,811	\$ 24,375	\$ 32,500
Capital Projects Fund Transfer	\$ -	\$ 129,000	\$ -	\$ -
Miscellaneous	\$ -	\$ 4,904	\$ -	\$ -
	<u>\$ 15,073</u>	<u>\$ 293,154</u>	<u>\$ 141,270</u>	<u>\$ 188,360</u>
Personnel				
Salaries	\$ 76,072	\$ 635,344	\$ 761,469	\$ 1,015,292
Social Security	\$ 5,524	\$ 46,763	\$ 58,253	\$ 77,670
Retirement	\$ -	\$ -	\$ 82,046	\$ 109,394
Medical Insurance	\$ 6,136	\$ 48,400	\$ 68,928	\$ 91,904
Other Insurance	\$ 1,870	\$ 6,231	\$ 12,000	\$ 16,000
Payroll Services	\$ 619	\$ 5,430	\$ 5,250	\$ 7,000
Staff Development	\$ 326	\$ 2,837	\$ 2,250	\$ 3,000
Miscellaneous	\$ -	\$ -	\$ -	\$ -
	<u>\$ 90,547</u>	<u>\$ 745,004</u>	<u>\$ 990,195</u>	<u>\$ 1,320,260</u>
Total Income	<u>\$ 17,887</u>	<u>\$ 1,481,250</u>	<u>\$ 1,612,174</u>	<u>\$ 1,866,232</u>
Total Expense	<u>\$ 129,312</u>	<u>\$ 1,309,670</u>	<u>\$ 1,398,255</u>	<u>\$ 1,864,340</u>
Net Receipts (Expense)	<u>\$ (111,424)</u>	<u>\$ 171,580</u>	<u>\$ 213,919</u>	<u>\$ 1,892</u>

**Rye Free Reading Room
Annual Campaign
September 2023 YTD**

<i>Donations to the Current Annual Campaign</i>		<i>2021</i>	<i>2022</i>	<i>2023</i>
Donations received & deposited in	JAN	29,771	85,387	32,982
	FEB	9,764	5,531	1,446
	MAR	4,471	5,764	2,953
	APR	7,031	3,659	4,214
	MAY	3,077	5,989	2,689
	JUN	3,820	4,953	1,736
	JUL	2,850	811	9,500
	AUG	1,940	203	1,032
	SEP	37,884	16,977	16,056
	OCT	50,299	81,183	-
	NOV	88,772	67,548	-
	DEC	101,425	66,435	-
	Total	341,104	344,440	72,608
Donations to <i>Previous or Subsequent</i> Annual Campaigns				
Donations to <i>prior</i> Annual Campaigns		24,193	85,287	30,883
Donations to the <i>subsequent</i> Annual Campaign		0	0	0
<i>Sub-total</i>		<u>24,193</u>	<u>85,287</u>	<u>30,883</u>

Rye Free Reading Room
Endowment Report
September 2023

Endowment Inflows/Outflows:	YTD 2023	YTD 2022	YTD 2021	YTD 2020
Beg of Period (Market Value)	2,109,492	2,388,851	2,188,828	2,233,617
Expenses	(11,022)	(14,834)	(15,674)	(13,845)
Transfer to/from Other Funds	0	(101,616)	(95,000)	(95,004)
Interest & Dividend Income	35,975	57,746	63,379	59,271
Appreciation	(24,662)	(220,654)	247,318	4,789
End of Period Bal (Market Value)	2,109,783	2,109,492	2,388,851	2,188,828
Endowment Performance	0.01%	-7.44%	13.48%	2.25%
Return of S&P 500	13.07%	-18.11%	28.71%	18.40%
Return of Barclays Bloomberg Aggregate Bond Index	-1.21%	-13.01%	-1.54%	7.51%

Silvercrest:		YTD 2023	YTD 2022	YTD 2021	12/31/2020
Cash & Equivalents	4%	82,716	29,727	12,815	114,631
Fixed Income	36%	695,079	775,964	884,363	647,426
Equities	57%	1,083,983	1,046,548	1,170,444	1,143,143
Gold	1%	17,145	16,964	17,096	26,754
Other	1%	28,571	46,723	71,182	32,810
Silvercrest Total	100%	1,907,494	1,915,926	2,155,900	1,964,764

Endowment Breakdown at:		YTD 2023	Permanently Restricted	Temp Restricted & Board Designated	Total
Shea		41,680	41,680	41,603	83,283
Flores		76,650	76,650	(5,953)	70,697
Balf		27,390	27,390	20,919	48,309
Silvercrest		745,086	745,086	1,162,408	1,907,494
		\$ 890,806	890,806	1,218,977	2,109,783

Rye Free Reading Room- Combined Report
For 9 Month Ending September 30, 2023

	Unrestricted (Operating)	Temp. Restricted (Designated)	Endowment and Board Restricted	Combined
Income				
City of Rye	\$ 1,360,000	\$ -	\$ -	\$ 1,360,000
Annual Campaign	72,609	0	0	72,609
Contribution	-	154,945	0	154,945
Grants	-	230,823	0	230,823
Osborn Branch Library	25,388	0	0	25,388
Income from Invested and Equity	-	29,181	35,975	65,156
Miscellaneous	23,253	11,399	0	34,652
Transfer: Auxiliary to Operating	-	0	0	-
Transfer: Operating to Designated	-	0	0	-
Transfer: Operating to Cap Projects	<u>-129,000</u>	<u>129,000</u>	<u>0</u>	<u>-</u>
	1,352,250	555,348	35,975	1,943,573
Transfer: Auxiliary to Operating	0	0	0	-
Transfer: Endowment to Operating	0	0	0	-
Appreciation/Depreciation		0	<u>-24,662</u>	<u>(24,662)</u>
Total Funds	1,352,250	555,348	11,313	1,918,911
Expense				
Library Materials				
Books	53,753	25,030	0	78,782
Audio Visual	16,483	0	0	16,483
Periodicals	8,509	0	0	8,509
Programs	12,242	53,048	0	65,290
Online Resources	4,743	0	0	4,743
Miscellaneous	<u>22,735</u>	<u>0</u>	<u>0</u>	<u>22,735</u>
	118,465	78,078	0	196,542
Library Operations				
Supplies	13,073	0	0	13,073
Equipment & Systems - New	1,021	0	0	1,021
Equipment & Systems - Maintenance	0	0	0	-
Automated Systems	75,540	45,632	0	121,172
Telephone	4,623	0	0	4,623
Postage	6,378	0	0	6,378
Printing & Publicity	19,555	475	0	20,030
Auditing	17,468	0	0	17,468
Interest	0	0	0	-
Legal Services	0	0	0	-
Miscellaneous	<u>15,389</u>	<u>0</u>	<u>0</u>	<u>15,389</u>
	153,047	46,107	0	199,154
Building Operations				
Heat	17,696	0	0	17,696
Light & Power	20,977	0	0	20,977
Water & Sewer	2,609	0	0	2,609
Fixtures, Furnishings & Equipment	1,514	57,092	0	58,606
Building Supplies	8,055	0	0	8,055
Contracted Services	72,828	177,909	0	250,737
Repairs & Maintenance	16,760	21,078	0	37,838
Insurance	18,811	0	0	18,811
Miscellaneous	<u>4,904</u>	<u>2,160</u>	<u>11,022</u>	<u>18,086</u>
	164,154	258,239	11,022	433,416
Personnel				
Salaries	635,344	0	0	635,344
Social Security	46,763	0	0	46,763
Retirement	0	0	0	-
Medical Insurance	48,400	0	0	48,400
Other Insurance	6,231	0	0	6,231
Payroll Services	5,430	0	0	5,430
Staff Development	2,837	0	0	2,837
Miscellaneous	<u>0</u>	<u>0</u>	<u>0</u>	<u>-</u>
	745,004	0	0	745,004
Total Expense	1,180,670	382,424	11,022	1,574,116
Net Receipts/Expenses	171,580	172,924	291	344,796
Prior Year Funds	<u>374,367</u>	<u>592,522</u>	<u>2,109,492</u>	<u>3,076,381</u>
Balance	545,947	765,446	2,109,783	3,421,176

Trustee Education

Upcoming Education Opportunities – Attend Live, or Register to Receive the Recording

- NYS Library – Helpful Information for Meeting Minimum Public Library Standards
Date: December 14th from 1 pm to 3 pm
 - <https://meetnydirect.webex.com/weblink/register/r792ee54925b1d5aa6a67f0ee14eb5d31>
- The Trustee Handbook Club: Financing & Managing Construction Projects
Date: Tuesday, December 19th from 5 pm - 6:30 pm
 - https://us06web.zoom.us/webinar/register/WN_wvRiBE8QQX-Y8mJqWBmmWw#/

Pre-recorded Education Opportunities

- Pre-recorded webinars from New York State available at the link below.
 - <https://www.nysl.nysed.gov/libdev/trustees/webinars.htm>
- Pre-recorded videos from Trustee Handbook Club discussion series from the Mid Hudson Library System:
 - https://youtube.com/playlist?list=PLd_RtTwqkH2bNgVlcb1pWaTSa7dZRfPbJ&feature=shared

Trustee Education Policy

Library trustees must stay informed of their general powers and duties in order to provide effective governance. To support this work, and in keeping with New York State Education Law Section 260-D, library trustees will be required to complete a minimum of two hours of trustee education annually from a provider approved by the commissioner that addresses the financial oversight, accountability, fiduciary responsibilities and the general powers and duties of library trustees.

Whenever possible, Trustees should utilize free offerings from approved providers. Modest and reasonable costs incurred by a Trustee in complying with the trustee education requirements may be reimbursed in accordance with the Conference and Professional Development Policy. All continuing education requesting reimbursement must be pre-approved by the Library Board.

According to Section 260-D, each Trustee shall demonstrate compliance with the requirements by filing with the President of the Board of Trustees and the Library Director evidence of completion of Trustee Education from an approved provider. Such evidence shall include one of the following:

1. certificates of completion issued by one or more approved providers;
or
2. a signed self-assurance of completion that identifies the approved trustee education providers, includes a description of the format and content of the completed instruction activities, contains the date and time the trustee began and completed each instruction activity and an explanation of why a certificate of completion was not available from such approved providers. See Appendix B for the Self Assurance form.

Evidence of completion must be submitted to the Board President and Library Director by December 31 of each year.

Trustees who do not submit evidence of completion by December 31 of each year will be suspended from duty until evidence of completion is filed. Should a Trustee in suspension fail to provide evidence of completion within 90 days, they will be assumed to have resigned from the board.

The Library Director or the Director's designee will report on compliance through the Library's Annual Report to the State.

Appendix A – Approved Providers and Formats

Appendix B – Self Assurance Form

Appendix C- Conference and Professional Development Policy

Appendix D – Trustee Education

Appendix A - Approved Providers and Formats

At the state level, trustee education providers and activities (topics and formats) are approved by the New York State Library acting on behalf of the Commissioner of Education.

In addition to pre-approving public library systems as trustee education providers, the State Library has delegated authority to public library systems to approve additional trustee education providers and activities (topics and formats) for their member libraries.

Pre-approved providers:

- New York State Library/Division of Library Development
- Public Library Systems
- WebJunction
- New York Library Association (including the Library Trustees Section and other Sections/Roundtables)
- Reference and Research Library Resources Councils
- Empire State Library Network (formerly New York 3Rs Association)
- PULISDO (Public Library System Directors Organization)
- ALA (American Library Association) including United for Libraries and other Divisions

Allowable Formats:

Trustee education may be delivered online or in person. The format of this education may include any of the following:

- Lectures
- Workshops
- Webinars
- Online courses
- State or national library association conferences

Appendix B – Self Assurance Form

SELF-ASSURANCE of Trustee Education Activity Completion

Beginning January 1, 2023, each library trustee, elected or appointed, of a board of trustees is required to complete a minimum of two hours of trustee education annually. (Education Law 260-d as added by *Chapter 468 of the Laws of 2021*)

Please use this self-assurance form if a certificate of completion is not available from the approved education activity provider. Please submit this form to the library board president for review and signature. A copy should also be sent to the Library Director. Trustees should retain a copy of the signed form.

I give the following assurance:

I attended the following trustee education activity:

Trustee Name: _____

Approved Provider: _____

Title of Activity: _____

Topic/Content: _____

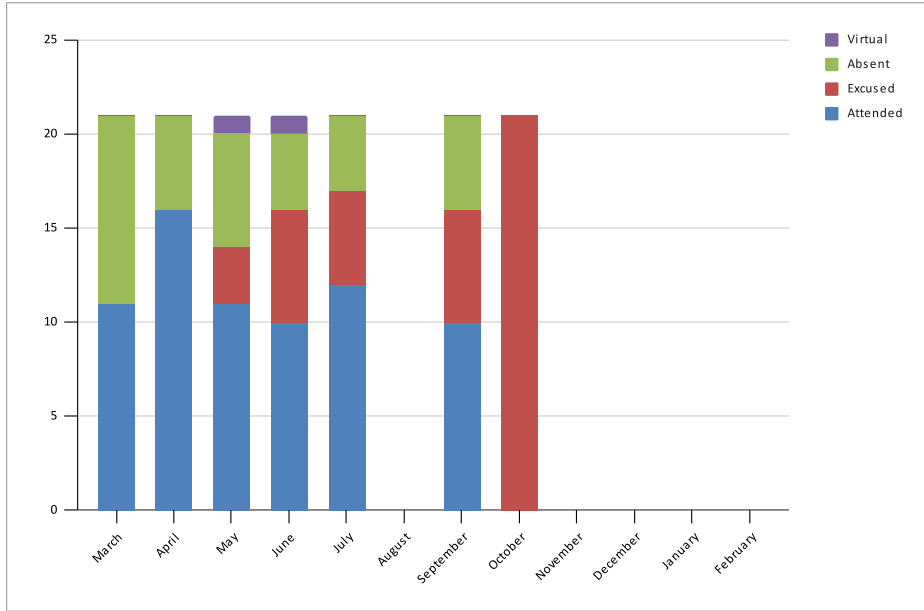
Format (e.g. workshop, webinar, online course): _____

Date of Activity: _____

Contact Hours: _____

Trustee Signature/Date

Trustee Attendance



Trustee Committees

- Executive
Kirstin Bucci, Lina Eroh, Katie Vernance, Jan Kelsey, Kathleen Riegelhaupt

- Building
Jill Macvicar, Kathleen Riegelhaupt

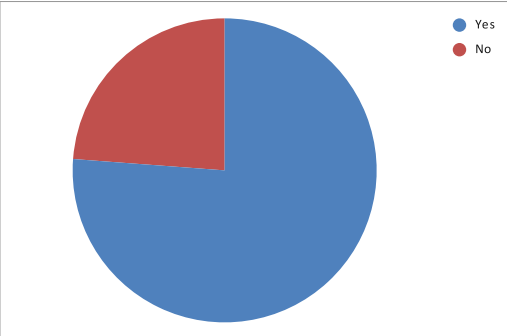
- Development
Lina Eroh, Jaclyn Shanahan, Nicole Cunningham, Shelley Huber, Whitney Whipple

- Finance
Katie Vernance, Kathleen Riegelhaupt, Maria Seiler, Jaclyn Shanahan

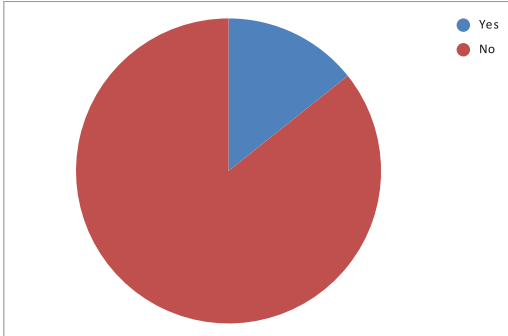
- Nominating
Emilie Reddoch, Jackie Cohen, Meghan Monaghan

- Strategic Planning
Nicole Cunningham, Matt Anderson, Meghan Monaghan, Lizzie Parks, Kathleen Riegelhaupt

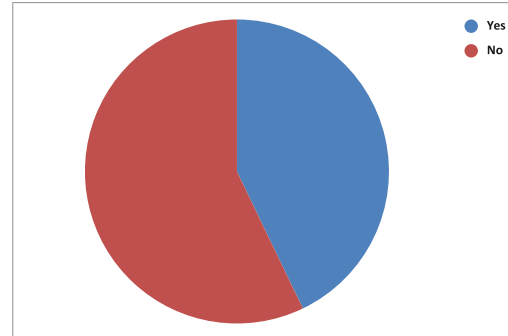
Conflict of Interest



Trustee Education



Trustee Giving



Director's Report

LIBRARY OPERATIONS:

- Budget
 - Presented 2024 budget request to City Council
- Strategic Planning
 - Researched IGLOO room for conference and research service
 - Reviewed September program survey submissions

FUNDRAISING, OUTREACH & COMMUNITY RELATIONS:

- Annual Campaign
 - Completed thank you to new and increased donors for Annual Campaign donations
- Community Relations
 - Discussed community event for 2024 Lafayette Commemoration
 - Attended Non-Profit celebration for Robin Jovanovich
 - Met with Rye Historical Society Executive Director to RW250
 - Met with Tig and Peach to discuss playspaces
- Fundraising
 - Met with 2024 Vehicle Fair, Novel Night, and Booksale co-chairs

BUILDING & GROUNDS:

- Discussed grantwriting and grantseeking services with Assistant City Manager
- Met with playroom designers and requested quotes for services

STAFF & PERSONNEL

- Planned staff development day for Jan 5th

3rd Quarter Statistics

For the 3rd quarter, library circulation increased, driven by the express and e-media collections. Other Juvenile Materials (kits, wonderbooks) also increased. Juvenile nonfiction decreased – the relocation to the mezzanine may be a factor.

The number of new cards decreased by 1/5. The library does outreach to new residents, and will increase school outreach. This also ties into the school card portion of the strategic plan.

Questions answered have increased, but both program attendance and number of visitors have decreased. Visitors and program attendance decline is linked to the loss of adult programs.

Computer usage is lower due to the switch to laptops. The Envisionware software would allow one person logging out and logging back in as two sessions, but laptops are checked out once for usage throughout the course of the day. Patrons have largely responded positively to the laptops.

The library is no longer purchasing music cds for adults or children, and has stopped purchasing DVDs for children.

Rye Free Reading Room Statistical Summary
Lending Services

	July 22	Aug 22	Sept 22	July 23	Aug 23	Sep 23	Q3 22	Q3 23	Q3 change	YE 22	YTD 23
Circulation to Patrons											
RFRR - Total	12210	13298	10562	12515	13187	11302	36,070	37,004	3%	126,376	104,301
<i>Adult - All Categories</i>	7997	8638	6971	8765	9058	7399	23,606	25,222	7%	82,730	70,668
Fiction	2862	3133	2221	3080	3236	2356	8,216	8,672	6%	27,027	22,385
Non-Fiction	979	1060	932	1079	1019	819	2,971	2,917	-2%	10,786	8,808
Express (Book + AV)	99	101	88	154	163	132	288	449	56%	1,220	1,259
E-Media	3111	3386	2988	3637	3711	3368	9,485	10,716	13%	34,452	30,205
Movie	733	629	529	652	657	565	1,891	1,874	-1%	7,013	5,382
Music	63	81	98	52	52	63	242	167	-31%	880	740
Other	150	248	115	111	220	96	513	427	-17%	1,352	1,289
<i>Children's - All Categories</i>	4213	4660	3591	3750	4129	3903	12,464	11,782	-5%	43,646	34,233
Fiction	3346	3644	2806	2962	3484	3281	9,796	9,727	-1%	34,731	26,725
Non-Fiction	715	823	637	563	366	365	2,175	1,294	-41%	6,843	5,221
Movie	42	62	37	37	50	43	141	130	-8%	599	357
Music	3	1	1	1	0	0	5	1	-80%	13	4
Other	107	130	110	187	229	214	347	630	82%	1,460	1,926
ROS	203	217	206	270	284	298	626	852	36%	2,644	2,069
ILL to Other WLS Librarie:											
RFRR	1088	968	897	1163	1190	1120	2,953	3,473	18%	11,090	9,258
ROS	50	60	28	17	34	12	138	63	-54%	336	185
New Patron Registration											
RFRR	104	147	91	84	95	93	342	272	-20%	971	672
<i>Adult</i>	63	86	68	64	54	62	217	180	-17%	632	466
<i>Teen</i>	6	26	5	2	9	4	37	15	-59%	78	30
<i>Children</i>	35	35	18	18	32	27	88	77	-13%	261	176
<i>Digital</i>	23	45	19	37	32	23	87	92	6%	323	211
ROS	5	1	3	0	5	5	9	10	11%	41	20
Reference Services											
Questions Answered											
RFRR	3679	4272	3556	3813	4276	4002	11,507	12,091	5%	40,807	32,405
<i>Adult</i>	2479	3021	2555	2590	2984	3027	8,055	8,601	7%	28,367	22,518
<i>Children</i>	1200	1251	1001	1223	1292	975	3,452	3,490	1%	12,440	9,887
ROS	72	75	86	145	129	155	233	429	84%	979	811
Programs & Events (RFRR Only)											
Programs & Program Attendance											
<i>Programs</i>	99	116	103	77	73	86	318	236	-26%	1,213	904
Adult	51	58	35	14	7	20	144	41	-72%	386	211
Teen	10	16	28	16	19	24	54	59	9%	298	270
Children	38	42	40	47	47	42	120	136	13%	529	423
<i>Attendance</i>	2274	2805	2150	1996	2321	2133	7,229	6,450	-11%	28,869	20,884
Adult Programs	489	492	454	203	61	285	1,435	549	-62%	4,135	2,315
Teen Programs	174	103	178	136	72	141	455	349	-23%	3,368	1,972
Children's Programs	1611	2210	1518	1657	2188	1707	5,339	5,552	4%	21,366	16,597
Library Visits (Doorcount; RFRR Only)											
Doorcount											
RFRR	17985	17541	18698	11618	13196	13928	54,224	38,742	-29%	175,293	112,798
Electronic Services (RFRR Only)											
Computer Sessions											
Use of Public PCs	303	386	299	442	177	146	988	765	-23%	3,716	2,596
Adult PCs	288	341	285	372	29	0	914	401	-56%	3,348	1,993
Laptops	15	45	14	70	148	146	74	364	392%	368	603
Website Use											
Sessions (Visits)	4638	4813	5121	4960	5532	5575	14,572	16,067	10%	54,144	43,499
Users	3314	3,406	3596	2968	3,224	3077	10,316	9,269	-10%	37,488	29,342
Pageviews	7761	7970	8286	7944	8998	8656	24,017	25,598	7%	89,691	67,201
Wifi Usage											
Sessions	802	581	1172	1040	1046	1047	2,555	3,133	23%	8,300	6,947
Technical Services											
Items Added											
RFRR	967	1008	441	736	893	766	2,416	2,395	-1%	8,842	5,930
<i>Adult</i>	361	426	249	437	524	411	1,036	1,372	32%	4,423	3,776
Fiction	280	323	166	239	290	228	769	757	-2%	2,489	2,260
Non-Fiction	37	48	31	21	60	36	116	117	1%	345	313
eBooks		0	0	133	134	93	0	360	#DIV/0!	1,000	844
Express (Book + AV)	15	13	22	9	12	21	50	42	-16%	216	112
Movie	22	37	16	29	19	28	75	76	1%	245	187
Music	0	0	0	0	0	0	0	0	#DIV/0!	2	0
Other	7	5	14	6	9	5	26	20	-23%	126	60
<i>Children's</i>	606	582	192	299	369	355	1,380	1,023	-26%	4,419	2,154
Fiction	419	212	151	241	271	293	782	805	3%	2,673	1,597
Non-Fiction	187	370	41	58	98	48	598	204	-66%	1,648	541
Movie	0	0	0	0	0	0	0	0	#DIV/0!	3	0
Music	0	0	0	0	0	0	0	0	0%	0	0
Other	0	0	0	0	0	14	0	14	#DIV/0!	95	16
ROS	37	21	12	33	21	9	70	63	-10%	252	171

Notary Policy Update

The library has offered notary service since 2018, but recently expanded from one staff notary to 3 notaries. There has been a marked increase in notary appointments at the library as well.

This updated policy removes mentions of specific availability for notary appointments, and removes the option of the notary providing Copy Certification by Document Custodian services.

Action : The Board approve the Notary policy

Rye Free Reading Room Notary Services Policy

The Rye Free Reading Room provides Notary Public services for the benefit of the residents of our community and adheres to the highest standards of competence and responsibility in providing Notary Public services.

Notary service is free for Rye residents and other residents of Westchester County. For non-residents, the charge for Notary service is \$2.00 per notary signature.

Notary service is available based on staffing. Confirm appointment availability on the library's website at www.ryelibrary.org or by calling 914-967-0481.

User Responsibilities

- Valid government-issued photo identification is required of any person seeking Notary Service.
- All documents must be signed in the presence of the Notary.
- All document signers must personally appear before the Notary.
- Witnesses will not be provided by the Library and witnesses may not be solicited from patrons using the Library. In order to serve as a witness, the witness must personally know the person whose document is being notarized and must be in possession of valid photo identification.

Notary Responsibilities

- The Notary will ensure that the signer understands the title of the document and is signing freely and willingly.
- The Notary in the Rye Free Reading Room shall correctly maintain a Notary journal of all notarial acts they perform.
- The Notary will establish the identity of each signer through personal knowledge or with identification documents. Identification documents must have both a photo and signature.

Limitations

- The Notary must be able to read the documents to be notarized. Documents in any language other than English will not be notarized at this facility.
 - The Notary and the person seeking notarization be able to communicate directly with each other. Library Notaries are not permitted to make use of a translator to communicate with a person seeking notarization.
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- The Notary is not allowed to help draft or edit a document to be notarized. Therefore, if a document lacks a designated notary section that presents a complete and accurate notary certificate on the document itself or on its attachment, the document cannot be notarized.
- Notary Service is not available for Deeds, Wills, Living Wills, Living Trusts, Codicils, Form I-9's, or Depositions, as these types of documents can require technical or legal knowledge and are beyond the scope of this free service. Certain public documents, including birth certificates, death certificates, and marriage certificates, cannot be copied and notarized.
- Notaries cannot provide legal advice or counseling regarding documents. Notaries will not provide service if the customer, document or circumstances of the request for Notary Service raise any issue of authenticity, ambiguity, doubt or uncertainty for the Notary. In this event, the Notary may, at his/her sole discretion, decline to provide Notary Service.

Children's Room Policy Update

With the Children's Room relocation, there were minor updates to the children's room policy. Since the policy was approved in 2014, the computers in the children's room were removed. The Children's Room is now divided across two levels, instead of just one, so the language was updated to remove the references to the floor.

Action : The Board approve the Children's Room policy

Children's Room Policy

The Rye Free Reading Room's Children's Room welcomes children of all ages, parents, caregivers and teachers. The Children's Room offers a variety of print and audio visual materials to borrow from babies to children in grade five and their parents, caregivers and teachers.

In the interests of the safety of children who use the Rye Free Reading Room, this code of conduct outlines acceptable behavior for the use of the Children's Room. It should be noted that all rules detailed in the Rye Free Reading Room Code of Conduct apply to the Children's Room. However, the Rye Free Reading Room recognizes that allowances need to be made for children.

1. All children under the age of 7 must have an adult or a responsible person 13 years or older with them at all times while they are anywhere in the Library.
2. The Library is not responsible for children who are left unattended on Library premises. Unattended children are children of any age who are apparently unaccompanied by a parent, guardian, and/or responsible caregiver in the Library. Parents, guardians and/or caregivers are solely responsible for the safety and behavior of their children.
3. The children's area of the Library is reserved for children, their parents or responsible adult caregivers. Out of concern for the safety of young patrons, adults who are unaccompanied by a child or children in the children's area of the Library may be questioned by staff, and may be asked to move to another area of the Library.
4. Appropriate behavior (respect for Library patrons, property and Staff) is expected by children in the Library. Disruptive children will receive one warning from the Children's Librarian. If in the librarian's judgment, the child continues to be disruptive or act inappropriately, then the child's parents will be notified and the child will be asked to leave.

Teen Room Policy Update

With the Teen Room relocation, there were minor updates to the Teen Room policy. The teen only timeframe has been reduced by two hours during the weekday. In addition, the language was changed from specific dates to the broader category of summer vacation.

Action : The Board approve the Teen Room policy

Teen Room Policy

The Rye Free Reading Room's Teen Room welcomes young adults and their parents, caregivers, teachers, and tutors. The Teen Room offers adolescents from 6th to 12th grade and their parents, caregivers, teachers, and tutors a variety of print and audio-visual materials to borrow from the library.

In the interests of the safety of teens who use the Rye Free Reading Room, this code of conduct outlines acceptable behavior for the use of the Teen Room. It should be noted that all rules detailed in the Rye Free Reading Room Code of Conduct apply to the Teen Room.

1. The Teen Room of the Library is reserved for teens and their accompanying parent, caregiver, teacher, or tutor from 2:30 pm to 6:00 pm on weekdays and is reserved for teens only on the weekends and during the Rye City School district summer vacation. Adults unaccompanied by a teenager during "teen only" times will be asked to move to another part of the library, unless browsing the Teen collection of library materials or seeking assistance from library staff.
2. Appropriate behavior (respect for Library patrons, property, and Staff) is expected by adolescents in the Library. Disruptive teenagers will receive two warnings from the librarian on duty. If in the librarian's judgment, the teen/teens continue to be disruptive or act inappropriately after two warnings, then the teen/teens will be asked to leave for the day or longer depending on the behavior. Threats of violence or other severe disruptive behaviors will result in immediate consequences, up to and including a ban from the library facilities and property.

Computer Access

Teens may borrow laptops from the Welcome Desk. The Rye Free Reading Room internet use policy also applies to teens' use of computers.

Approved by the Board of Trustees, June 2019

Discovery Zone Policy Update

With the opening of the Discovery Zone, the library's existing Children's Room policy no longer adequately covers the activities of the space. In addition, staff are not in the room to enforce particular elements of the Children's Room policy, so different guidelines are needed.

This policy is modeled after other libraries that have discovery zones, as well as children's museums and other public spaces with toys.

Action : The Board approve the Discovery Zone policy

Discovery Zone Policy

The Rye Free Reading Room's Discovery Area welcomes children and their parents, caregivers, and guardians. The Discovery Area offers a space for imaginative play and early literacy to children from birth to age 8.

In the interests of the safety of those who use the Rye Free Reading Room, this code of conduct outlines acceptable behavior for the use of the Discovery Area. It should be noted that all rules detailed in the Rye Free Reading Room Code of Conduct apply to the Discovery Area.

- Parents, guardians and/or caregivers are solely responsible for the safety and behavior of their children
- Children in the Discovery Area must be attended by an adult at all times. Not all toys are designed for children under 3 years old. Adults are encouraged to use the activities with children.
- Please respect the equipment, the toys, and others. Please clean up after your child.
- Food and Beverages are only allowed in the labeled snack area. The Rye Free Reading Room is not an allergen free environment.
- Please do not change diapers in the Discovery Area. Diaper changing stations are available at the restrooms.
- Strollers should be left in the storage hall outside of the Discovery Area.
- Rye Free Reading Room reserves the right to open and close the play space at any time.

Cardholder and Borrowing Policy Update

The library has added streaming sticks to the circulating collections. The cardholder and borrower policy needs to be updated to reflect the new devices:

- Patrons may borrow the Roku for two weeks, with no renewals.
- The devices are \$1 a day for late fees.
- Circulation is limited to Rye patrons ages 18 and up in good standing.

Action : The Board approve the Cardholder and Borrowing policy

Cardholder Registration & Borrowing Policy

In order to insure fair and equitable access to the materials and information in the Rye Free Reading Room's collection, the library's Board of Trustees establishes policies for patron registration, length of loan periods, renewals, reserves, fines, and fees. The library staff enact these policies through their established procedures.

CARDHOLDER REGISTRATION

1. CATEGORIES OF ELIGIBILITY

- a. **RESIDENT CARDHOLDERS:** Persons who reside in the City of Rye are issued a library card at no charge upon presentation of acceptable proof of residency, in person, as described below.
- b. **NON-RESIDENTS CARDHOLDERS:** Persons who work or attend school in the City of Rye and who reside outside of the Westchester Library System service area are issued a library card, at no charge, upon presentation of acceptable identification and proof of employment or school attendance, in person, as described below.
- c. **TEMPORARY BORROWERS:** Persons who live, work or attend school outside the City, and who reside in the Westchester Library System service area, may be eligible for a library card from their home library; such persons are issued a temporary card, at no charge, upon presentation of acceptable identification and proof of employment or school attendance, in person, as described below. Temporary card registration information will be sent to the individual's home library for issuance of a permanent library card.
- d. **GUEST COMPUTER USERS:** Persons who reside outside the City and the Westchester Library System service area may be eligible to obtain a temporary guest card in order to use library computers. Guest computer users may not borrow materials from the library's collection.
- e. Persons who reside outside the City and the Westchester Library System service area may be eligible to obtain a library card directly from the Westchester Library System for a fee. Individuals who are interested in a non-resident card should contact the Westchester Library System directly.

2. ACCEPTABLE IDENTIFICATION

Applicants for a Rye Free Reading Room library card must show identification with a current address. This identification will be used by library staff in determining the category of eligibility and registering the cardholder in the Westchester Library System's catalog. The following are considered acceptable proofs of identification:

- a. A valid state-issued driver's license with current residential address; or, (2) a valid state-issued identification card with current residential address; or, (3) imprinted checks with current residential address; or, (4) telephone, utility, rent, or tax bills with current residential address.
- b. Applicants who work in the City, including au pairs, nannies and other domestic workers, must also show proof of current employment. Suitable proof of employment includes a signed, dated letter from the employer with the employer's address.
- c. Applicants who attend school in the City must also show proof of current school attendance. Suitable proof of school attendance includes a signed, dated letter from a school official, or current student identification card.
- d. For applicants under the age of twelve (12), the parent or legal guardian must be present with the applicant. For children using the library in the care of au pairs, nannies and other domestic workers, the library will mail a card to the child's home.

3. DUPLICATION OF LIBRARY ACCOUNTS

Users may not maintain multiple borrowing accounts or multiple library cards.

4. AGE RESTRICTIONS

- a. There is no minimum age to receive a library card.
- b. Patrons under the age of twelve (12) are registered as juveniles; patrons over the age of twelve (12) and under the age of eighteen (18) are registered as teens; patrons ages eighteen (18) or over are registered as adults

5. LIBRARY CARD EXPIRATION & RENEWAL

Library cardholder privileges expire periodically and must be renewed. Current address and eligibility will be verified each time privileges are renewed

- a. Residents in good standing must have cards renewed every three (3) years.
- b. Non-residents in good standing must have cards renewed every one (1) year.
- c. Temporary cards are intended to allow the patron to use the library without first registering at their home library; they are not intended to replace a card from their home library. These cards expire in one (1) month and may not be renewed

6. SUSPENSIONS

A patron will have his/her library privileges suspended if one or more of the following conditions exists:

- a. a patron owes more than \$ 50.00 in fines or replacement costs of materials; or
- b. a patron has more than three (3) claims returned at the same time; or
- c. mail sent to his/her home address is returned; or
- d. telephone number is disconnected; or
- e. another WLS library requests the suspension.

Library privileges will be restored when accounts have been settled.

BORROWING

1. RESPONSIBILITY

- a. In order to borrow library materials, a patron must present a valid library card or an acceptable alternative proof of identity at the time of check out.
- b. A patron may only borrow materials on his/her library card. A patron may borrow materials on his/her spouse's library card, provided prior consent has been obtained.
- c. A patron is responsible for all library materials checked out on his/her library card.

2. LOAN PERIODS

Loan periods and limits are designed to balance the individual user's needs against those of the community at large.

a. Adult Audiobooks	21 Days
b. Adult Books	21 Days
c. Adult DVDs	7 Days
d. Adult Magazines	7 Days
e. Adult Music CDs	21 Days
f. Adult New Books	14 Days
g. Children's Audiobooks	21 Days
h. Children's Books	21 Days
i. Children's Holiday Books	14 Days
j. Children's Music CDs	21 Days
k. Children's DVDs	7 Days
l. Children's Kits	21 Days
m. Children's Magazines	7 Days
n. Children's MP3 Players	14 Days
o. Children's Playaway Tablet	14 Days
p. Children's Playaway Views	14 Days
q. Children's Wonderbooks	21 Days
r. Express Books	14 Days
s. Express Audio-Visual	7 Days
t. Laptop	2 Hours
u. MP3	14 Days
v. Mobile Hotspot	14 Days
w. Roku Streaming Stick	14 Days

3. RENEWALS

Most circulating items may be renewed once, unless the material is on hold for another patron. Items on hold may not be renewed; other items may be renewed in the library, by telephone, or via the Westchester Library System's online catalog. Renewals are not allowed for express books, express audio-visual materials, mobile hotspots, and Roku streaming sticks.

4. RETURN OF ITEMS

- a. Items may be returned to any library in the Westchester Library System.
- b. Items returned in the Rye Free Reading Room bookdrop before the library opens for the day are considered returned the previous day.
- c. Playaway devices, Wonderbooks, mobile hotspots, laptops, and Roku Streaming Sticks must be returned to the service desk at which they were borrowed.

5. OVERDUE NOTICES[†]

In order to remind users that they have overdue items, two (2) notices will be sent out. Cardholders may elect to have notices sent via e-mail or via telephone notification. The library does not send any printed notices. The library does not send notices for overdue fines, other than when an item is assumed lost.

- a. The first notice is an overdue/reminder notice that is sent after items are fourteen (14) days late.
- b. The second notice is a bill for the value of missing items that is sent after the items are sixty (60) days late and assumed lost.

6. CLAIMS RETURNED

If a library user feels that he/she has returned an item and if that item is not on the shelf, then the user may claim the item returned with no penalty. If the user subsequently returns the item, then the applicable overdue fine will be charged.

7. RECIPROCAL BORROWING

The Rye Free Reading Room is a member of the Westchester Library System. Cards issued by the Rye Free Reading Room may be used in any Westchester Library System ("WLS") member library. Library cards issued by other WLS libraries may be used in the Rye Free Reading Room. Items borrowed from other libraries are subject to the lending library's loan periods and overdue fines.

8. NON-CIRCULATING ITEMS

Items whose physical format is very susceptible to damage do not circulate. In addition, books that have been designated for reference use do not circulate. The Library Director or his/her designee may grant exceptions to this rule.

9. EQUIPMENT

The library does not accept any responsibility for damage caused to patrons' equipment (e.g. audio-visual playback devices) as a result of using borrowed media.

10. FINES AND FEES

- a. Overdue fines are assessed for items returned past their due date to encourage library users to return their materials by the designated return date so that they are available for other users.

a. Adult Audiobooks	\$.50/day, \$10 maximum
b. Adult Books	\$.25/day, \$10 maximum
c. Adult DVDs	\$1/day, \$10 maximum
d. Adult Magazines	\$.25/day, \$10 maximum
e. Adult Music CDs	\$.25/day, \$10 maximum
f. Children's Audiobooks	\$.25/day, \$10 maximum
g. Children's Books	\$.10/day, \$5 maximum
h. Children's DVD	\$1./day, \$10 maximum
i. Children's Kits	\$.10/day, \$5 maximum
j. Children's MP3 Players	\$.10/day, \$10 maximum
k. Children's Magazines	\$.25/day, \$5 maximum
l. Children's Music CDs	\$.10/day, \$5 maximum
m. Children's Playaway Tablet	\$2/day, \$25 maximum
n. Children's Playaway View	\$2/day, \$25 maximum
o. Children's Wonderbooks	\$.10/day, \$5 maximum
p. Express Audio-Visual	\$1/day, \$10 maximum
q. Express Books	\$.50/day, \$10 maximum
r. Laptops	\$2/per hour, \$10 Maximum
s. Mobile hotspots	\$1/day, \$10 maximum
t. Roku Streaming Stick	\$1/day, \$10 maximum

- b. Lost or damaged items are assessed at their current, full replacement costs. If the item is returned to the library within six (6) months then a refund of the replacement cost will be made upon presentation of a receipt. The library does not accept replacement materials in lieu of lost items.
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- c. New York State Education Law Section 265 provides for additional penalties.
- d. The Library Director or his/her designee has the option of waiving or reducing charges if it is determined that there are extenuating circumstances.

11. SPECIAL SERVICES

a. RESERVES OR SYSTEM HOLDS

Library users may place a reserve or hold on circulating items within the Westchester Library System. Patrons may reserve these materials at any Westchester Library System library, by telephone, by e-mail, or via the library's online catalog.

b. INTERLIBRARY LOAN REQUESTS[†]

- i. Library users may request that the library attempt to locate and borrow for their use a specific book or magazine article that is not available in the Westchester Library System. These Inter-Library Loan ("ILL") requests are subject to the policies and procedures of the Westchester Library System.
- ii. The circulation policies of the lending library will prevail. The lending library may charge a fee for its service which will be passed along to the cardholder. The lending library may limit the number of interlibrary loan requests that it will accept.

12. SPECIAL COLLECTIONS

The Rye Free Reading Room offers a variety of special collections to enhance learning and fun. These materials are often packaged as kits and may include a variety of books, audiovisual aids, and even nontraditional formats like scientific equipment, learning toys, and other specialty items. Most special collection items are available for checkout by anyone with a valid Westchester Library System card.

a. Laptops

- i. Laptops may be checked out for use inside the library only by people who are registered for a library card from any of the member libraries of the Westchester Library System, or for those out of area visitors who register for a guest pass at the Rye Free Reading Room. All laptop users will be required to provide a valid photo id that will be held at the customer service desk.
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- ii. Library laptop users are subject to the library's Internet Use Policy.
 - iii. Library laptops are only for use within the library building, and must be returned to the customer service desk.
 - iv. Laptop users are responsible for any damage done to the device, as well as theft if the borrower leaves the device unattended.
 - v. Removal of a library laptop from the building incurs a fee of \$25 per day and suspension of all library borrowing privileges until it is returned. Failure to return a laptop constitutes theft and the library will pursue prosecution to the fullest extent of the law.
 - vi. Library laptops are shared devices. The borrower is responsible for signing out of all accounts and deleting all files/downloads before returning the laptop. Any apps the patron downloads onto the iPad will also be erased when the device is returned.
- b. Mobile Hotspots
- i. Mobile hotspots may be checked out for use only by individuals 18 or older who are registered for a library card from the Rye Free Reading Room
 - ii. Only one mobile hotspot may be checked out to a household at a time.
 - iii. Mobile hotspot users are responsible for any damage done to the device, as well as theft if the borrower leaves the device unattended.
- c. STEM Kits
- i. The library circulates a variety of science, technology, engineering, and mathematics (STEM) kits for a variety of ages.
 - ii. The lending period, borrowing policies, and fine and fee structures for STEM kits are indicated on each item and may be different than other items in our collection.
 - iii. Due to their fragile nature and potential for missing parts, STEM kits must be returned inside the Rye Free Reading Room.
 - iv. If borrowers lose an entire STEM kit, they will be charged the cost to replace the entire kit and its packaging. Borrowers will be charged the cost of replacing individual components of a STEM kit if they return one that is missing pieces or with broken pieces.
 - v. After returning, please note that it may take up to 24 hours for STEM Kit to be processed and checked in.
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d. Playaway Tablets

- i. Playaway tablets are preloaded with a selection of educational games that cover a wide variety of subjects for a wide variety of ages.
- ii. The lending period, borrowing policies, and fine and fee structures for Playaway Tablets are indicated on each item and may be different than other items in our collection.
- iii. Due to their fragile nature and potential for missing parts, tablets must be returned inside the Rye Free Reading Room.
- iv. If borrowers lose or break tablets, they will be charged the full cost of the item. Borrowers will be charged the cost of replacing individual components of a tablet if they return one that is missing pieces.
- v. A broken Playaway Launchpad may be reordered or replaced with a different title at the sole discretion of the Librarian.

e. Roku Streaming Sticks

- i. Roku Streaming Sticks are preloaded with a selection of streaming service apps for all ages. Streaming devices have no filtering software. The library will not be held responsible for any questionable content viewed or accessed.
- ii. Staff are unable to provide login credentials to patrons. Patrons must bring the device back to the library for troubleshooting.
- iii. Roku Streaming Sticks may be checked out for use only by individuals 18 or older who are registered for a library card from the Rye Free Reading Room
- iv. Only one Roku Streaming Sticks may be checked out to a household at a time.
- v. Roku Streaming Stick users are responsible for any damage done to the device, as well as theft if the borrower leaves the device unattended.
- vi. Roku Streaming Stick users may not alter, delete or copy any software or streaming account registration information.

Approved by the Board of Trustees, December 20, 2022.

[†] The Rye Free Reading Room is a member of the Westchester Library System and, as such, some policies expressed in this document reflect current Westchester Library System policy and/or procedure.

Adult Services

PROGRAMMING:

- Pies and Pages Program : Fall Books and Pies

COMMUNITY OUTREACH:

Strategic Priority 1: Independent Reading Services

Book Displays

- RFRR Off The Shelf Book Picks
- Voting
- Native American History Month

Programs

- Mark Schenker Sessions: John Donne
- Author Talk: Alison Cupp Relyea - Soundtrack: Liner Notes from a Pandemic Mixtape
- Friends with Words: Falon Ballard - Just My Type

Strategic Priority 4: Community Interest Advancement:

- Provided space for Rye Sustainability Committee, Row America Rye, SPRYE, Rye Youth Council Parent Support Groups, Parents of Children/Young Adults with Special Needs, Waters Edge Condos Board, Revolutionary Rye 250 Steering Committee, Fani Flowers, Dance rehearsal space for community group, RAISE Community Coffee, RHS Class of '25 Coffee

Teen Services

PROGRAMMING AND DISPLAYS:

- The peer-run Chess Club, Take a Break Book Club, and Dungeons & Dragons Clubs continue to meet with an added campaign run on Wednesday evenings.
- Programs on Fridays are popular with the after school crowd in the teen room. The midweek programs, like the volunteer club, have not been well attended so they are under evaluation for how to revamp them. Weekend programs have seen a drop in registration/attendance as well. The events run by teens themselves continue to be consistently attended.

Strategic Goals - #1 Independent Reading

- Planning school visits with teachers and library media specialists at Rye Country Day Upper School and Rye High School and Middle School are in the works for mid-winter to allow to themed book talks

Strategic Goals - #4 Community Interest Advancement

- Teen requests for repeating popular programming have been taken into consideration for the upcoming events cycles and year ahead.

Materials

- Ordering for books, manga, and graphic novels has resumed and a weed was done as books were reshelfed into their new home
- All books are on the shelves now with room for growth and displays on the end highlighting standalone, or series that have the first book available.

Children's Services

Community Interest Advancement

- We started a brand new preschool music and movement program at 2pm on Tuesday afternoons. Attendance has been small so far, but as the year continues we will see if things pick up or if the time of the program needs to be moved.
- Our Halloween STEM Mad Science activity was very popular and had a full roster of kids. They did a handful of spooky experiments and had a great time.

Independent Reading and Reading Drop-off Prevention

- The Mock Newbery Book Group will meet next Monday for it's first real discussion.
- Our Off The Shelf book picks need to be relocated – circulation has dropped off.
- We also order multiple copies of books to help the librarians with their school book clubs.

Materials

- We have placed another very large order of Wonderbooks to supplement the very popular collection we currently own.

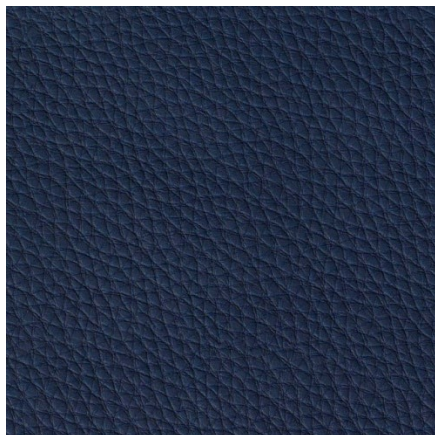
Other:

- We have made minor changes to toys in the Discovery area, for both safety reasons and due to breakage.

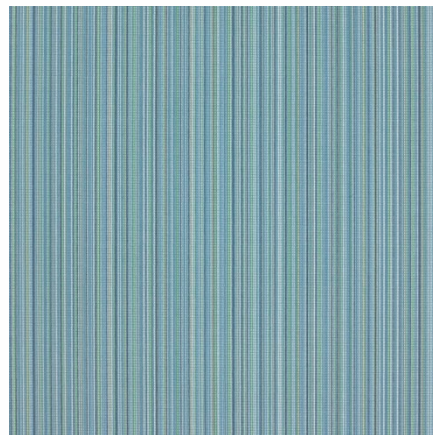
Breezeway Furniture

After the success of Casino Night, the Auxiliary Board approved a request for \$15,000 in funding to purchase new furniture for the breezeway space. These 5 benches are suitable for families who are looking to read together, while also providing seating for after school times and before programs in the meeting room.

Action : The Board approve the Auxiliary Board funding allocation



Bench 1, 2, 3



Bench 4, 5

Landscaping

Looking at the next steps in the front landscape process, there is an opportunity to consider the way the space in front is connected to the larger Village Green.

The library has been using the Village Green regularly for outdoor programs over the last few years. Currently when we use the green, we have the programmer set up on the walkway, or right in front of the patio steps. This layout works, but also has power cords crossing the walkways, and is somewhat limited by the placement of the large tree (pictured below).

The Village Green also has limited seating, which is in high demand during nice weather. The library patio furniture often gets moved out to the green, as there are only a few benches along Haviland for people to sit.

Having a space that is more conveniently located to power, and that also does not look directly into a tree or merge directly to a walkway would be helpful for programming. The proximity to the building would allow for charging, wifi access, and more seating for the community at large.

The low quality render image gives a rough visual example of a landscape adaptation that would fit both needs.

A donor recently made a donation to the Annual Campaign, with the note they would like some funds reserved for the front landscaping.





Action: The Board designate a portion of the gift to support quotes and renderings of the front landscape design.

October Financials

In October, the income reflects the first major batch on annual campaign checks, and is ahead of last year's receipts.

For expenses, there are no significant changes.

Insurance shows the renewal costs, which is paid quarterly and reflects the \$7,000 paid for our Property Liability Insurance

Due to timing, there are two medical insurance payments reflected in October. The September payment was deducted on Oct 1, instead of Sept 30.

Automated systems is ahead of budget, due to the late receipt of security monitoring service invoices.

Action : The Board accept the October 2023 financial statements

Rye Free Reading Room
Income and Expense Report
For 10 Month Ending October 31, 2023

	Current Month 2023	2023 YTD Actual	2023 YTD Budget	2023 Budget
Income				
City of Rye	\$ -	\$ 1,360,000	\$ 1,360,000	\$ 1,360,000
Annual Campaign	\$ 134,064	\$ 206,672	\$ 204,167	\$ 245,000
Miscellaneous Income	\$ 2,330	\$ 25,695	\$ 29,167	\$ 35,000
Osborn Branch Library	\$ 3,477	\$ 28,865	\$ 46,860	\$ 56,232
Auxiliary Board Transfer	\$ -	\$ -	\$ -	\$ 65,000
Endowment Transfer	\$ -	\$ -	\$ -	\$ 105,000
	<u>\$ 139,871</u>	<u>\$ 1,621,231</u>	<u>\$ 1,640,193</u>	<u>\$ 1,866,232</u>
Expense				
Library Materials				
Books	\$ 12,674	\$ 66,427	\$ 74,071	\$ 88,885
Audio Visual	\$ 6,349	\$ 22,831	\$ 21,617	\$ 25,940
Periodicals	\$ 60	\$ 8,569	\$ 10,750	\$ 12,900
Programs	\$ 889	\$ 13,131	\$ 10,417	\$ 12,500
Ebooks/ Binding	\$ -	\$ 27,478	\$ 34,167	\$ 41,000
	<u>\$ 19,972</u>	<u>\$ 138,436</u>	<u>\$ 151,021</u>	<u>\$ 181,225</u>
Library Operations				
Supplies	\$ 1,280	\$ 14,353	\$ 11,667	\$ 14,000
Equipment & Systems - New	\$ -	\$ 1,021	\$ 3,750	\$ 4,500
Equipment & Systems - Maintenance	\$ -	\$ -	\$ 4,167	\$ 5,000
Automated Systems	\$ 4,610	\$ 80,150	\$ 58,913	\$ 70,695
Telephone	\$ 427	\$ 5,050	\$ 4,167	\$ 5,000
Postage	\$ 1,123	\$ 7,500	\$ 7,500	\$ 9,000
Printing & Publicity	\$ 6,666	\$ 26,222	\$ 30,000	\$ 36,000
Auditing	\$ -	\$ 17,468	\$ 17,083	\$ 20,500
Legal Services	\$ -	\$ -	\$ 1,667	\$ 2,000
Interest	\$ -	\$ -	\$ -	\$ -
Transfer to Designated Account	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ 2,498	\$ 17,887	\$ 6,500	\$ 7,800
	<u>\$ 16,604</u>	<u>\$ 169,651</u>	<u>\$ 145,413</u>	<u>\$ 174,495</u>
Building Operations				
Heat	\$ 78	\$ 17,774	\$ 14,000	\$ 16,800
Light & Power	\$ 3,732	\$ 24,709	\$ 28,750	\$ 34,500
Water & Sewer	\$ 318	\$ 2,928	\$ 6,667	\$ 8,000
Fixtures, Furnishings & Equipment	\$ -	\$ 1,514	\$ 4,167	\$ 5,000
Building Supplies	\$ 817	\$ 8,873	\$ 10,000	\$ 12,000
Contracted Services	\$ 4,457	\$ 77,285	\$ 51,300	\$ 61,560
Repairs & Maintenance	\$ -	\$ 16,760	\$ 15,000	\$ 18,000
Insurance	\$ 7,115	\$ 25,926	\$ 27,083	\$ 32,500
Capital Projects Fund Transfer	\$ -	\$ 129,000	\$ -	\$ -
Miscellaneous	\$ -	\$ 4,904	\$ -	\$ -
	<u>\$ 16,517</u>	<u>\$ 309,673</u>	<u>\$ 156,967</u>	<u>\$ 188,360</u>
Personnel				
Salaries	\$ 73,909	\$ 785,326	\$ 846,077	\$ 1,015,292
Social Security	\$ 5,359	\$ 57,645	\$ 64,725	\$ 77,670
Retirement	\$ -	\$ -	\$ 91,162	\$ 109,394
Medical Insurance	\$ 8,628	\$ 63,165	\$ 76,587	\$ 91,904
Other Insurance	\$ 1,393	\$ 9,493	\$ 13,333	\$ 16,000
Payroll Services	\$ 660	\$ 6,708	\$ 5,833	\$ 7,000
Staff Development	\$ 382	\$ 3,544	\$ 2,500	\$ 3,000
Miscellaneous	\$ -	\$ -	\$ -	\$ -
	<u>\$ 90,331</u>	<u>\$ 925,881</u>	<u>\$ 1,100,217</u>	<u>\$ 1,320,260</u>
Total Income	<u>\$ 139,871</u>	<u>\$ 1,621,231</u>	<u>\$ 1,640,193</u>	<u>\$ 1,866,232</u>
Total Expense	<u>\$ 143,423</u>	<u>\$ 1,543,641</u>	<u>\$ 1,553,617</u>	<u>\$ 1,864,340</u>
Net Receipts (Expense)	<u>\$ (3,552)</u>	<u>\$ 77,591</u>	<u>\$ 86,577</u>	<u>\$ 1,892</u>

**Rye Free Reading Room
Annual Campaign
October 2023 YTD**

<i>Donations to the Current Annual Campaign</i>		<i>2021</i>	<i>2022</i>	<i>2023</i>
Donations received & deposited in	JAN	29,771	85,387	32,982
	FEB	9,764	5,531	1,446
	MAR	4,471	5,764	2,953
	APR	7,031	3,659	4,214
	MAY	3,077	5,989	2,689
	JUN	3,820	4,953	1,736
	JUL	2,850	811	9,500
	AUG	1,940	203	1,032
	SEP	37,884	16,977	16,056
	OCT	50,299	81,183	134,064
	NOV	88,772	67,548	-
	DEC	101,425	66,435	-
	Total	341,104	344,440	206,672

Donations to Previous or Subsequent Annual Campaigns

Donations to <i>prior</i> Annual Campaigns	24,193	85,287	30,883
Donations to the <i>subsequent</i> Annual Campaigns	0	0	0
<i>Sub-total</i>	24,193	85,287	30,883

Rye Free Reading Room
Endowment Report
October 2023

Endowment Inflows/Outflows:	YTD 2023	YTD 2022	YTD 2021	YTD 2020
Beg of Period (Market Value)	2,109,492	2,388,851	2,188,828	2,233,617
Expenses	(14,636)	(14,834)	(15,674)	(13,845)
Transfer to/from Other Funds	0	(101,616)	(95,000)	(95,004)
Interest & Dividend Income	38,709	57,746	63,379	59,271
Appreciation	(66,659)	(220,654)	247,318	4,789
End of Period Bal (Market Value)	2,066,906	2,109,492	2,388,851	2,188,828
Endowment Performance	-2.02%	-7.44%	13.48%	2.25%
Return of S&P 500	10.69%	-18.11%	28.71%	18.40%
Return of Barclays Bloomberg Aggregate Bond Index	-2.77%	-13.01%	-1.54%	7.51%

Silvercrest:		YTD 2023	YTD 2022	YTD 2021	12/31/2020
Cash & Equivalents	6%	102,971	29,727	12,815	114,631
Fixed Income	37%	693,727	775,964	884,363	647,426
Equities	55%	1,025,608	1,046,548	1,170,444	1,143,143
Gold	1%	18,409	16,964	17,096	26,754
Other	1%	27,013	46,723	71,182	32,810
Silvercrest Total	100%	1,867,728	1,915,926	2,155,900	1,964,764

Endowment Breakdown at:		YTD 2023	Permanently Restricted	Temp Restricted & Board Designated	Total
Shea		41,680	41,680	40,048	81,728
Flores		76,650	76,650	(6,623)	70,027
Balf		27,390	27,390	20,033	47,423
Silvercrest		745,086	745,086	1,122,642	1,867,728
		\$ 890,806	890,806	1,176,099	2,066,905

Rye Free Reading Room- Combined Report
For 10 Month Ending October 31, 2023

	Unrestricted (Operating)	Temp. Restricted (Designated)	Endowment and Board Restricted	Combined
Income				
City of Rye	\$ 1,360,000	\$ -	\$ -	\$ 1,360,000
Annual Campaign	206,672	0	0	206,672
Contribution	-	161,801	0	161,801
Grants	-	230,823	0	230,823
Osborn Branch Library	28,865	0	0	28,865
Income from Invested and Equity	-	29,181	38,709	67,890
Miscellaneous	25,695	11,399	0	37,094
Transfer: Auxiliary to Operating	-	0	0	-
Transfer: Operating to Designated	-	0	0	-
Transfer: Operating to Cap Projects	-129,000	129,000	0	-
	<u>1,492,231</u>	<u>562,204</u>	<u>38,709</u>	<u>2,093,144</u>
Transfer: Auxiliary to Operating	0	0	0	-
Transfer: Endowment to Operating	0	0	0	-
Appreciation/Depreciation	-	0	-66,659	(66,659)
Total Funds	<u>1,492,231</u>	<u>562,204</u>	<u>-27,950</u>	<u>2,026,485</u>
Expense				
Library Materials				
Books	66,427	28,222	0	94,649
Audio Visual	22,831	0	0	22,831
Periodicals	8,569	0	0	8,569
Programs	13,131	91,397	0	104,528
Online Resources	0	0	0	-
Miscellaneous	27,478	0	0	27,478
	<u>138,436</u>	<u>119,619</u>	<u>0</u>	<u>258,055</u>
Library Operations				
Supplies	14,353	0	0	14,353
Equipment & Systems - New	1,021	0	0	1,021
Equipment & Systems - Maintenance	0	0	0	-
Automated Systems	80,150	45,632	0	125,782
Telephone	5,050	0	0	5,050
Postage	7,500	0	0	7,500
Printing & Publicity	26,222	475	0	26,697
Auditing	17,468	0	0	17,468
Interest	0	0	0	-
Legal Services	0	0	0	-
Miscellaneous	17,887	0	0	17,887
	<u>169,651</u>	<u>46,107</u>	<u>0</u>	<u>215,758</u>
Building Operations				
Heat	17,774	0	0	17,774
Light & Power	24,709	0	0	24,709
Water & Sewer	2,928	0	0	2,928
Fixtures, Furnishings & Equipment	1,514	57,092	0	58,606
Building Supplies	8,873	0	0	8,873
Contracted Services	77,285	177,909	0	255,194
Repairs & Maintenance	16,760	21,078	0	37,838
Insurance	25,926	0	0	25,926
Miscellaneous	4,904	2,160	14,636	21,700
	<u>180,673</u>	<u>258,239</u>	<u>14,636</u>	<u>453,548</u>
Personnel				
Salaries	785,326	0	0	785,326
Social Security	57,645	0	0	57,645
Retirement	0	0	0	-
Medical Insurance	63,165	0	0	63,165
Other Insurance	9,493	0	0	9,493
Payroll Services	6,708	0	0	6,708
Staff Development	3,544	0	0	3,544
Miscellaneous	0	0	0	-
	<u>925,881</u>	<u>0</u>	<u>0</u>	<u>925,881</u>
Total Expense	<u>1,414,641</u>	<u>423,965</u>	<u>14,636</u>	<u>1,853,242</u>
Net Receipts/Expenses	77,591	138,238	-42,586	173,243
Prior Year Funds	<u>374,367</u>	<u>592,522</u>	<u>2,109,492</u>	<u>3,076,381</u>
Balance	451,958	730,760	2,066,906	3,249,624

RFRR 2022 990

Grassi, the library auditing firm, has prepared the 990 Form for 2022.

While the Board generally reviews the form before submission, due to a timing issue with Grassi, the form has been submitted. It was reviewed by the Director prior to submission, as the required date for submission was November 15, 2023.

Action : The Board accept the 990 form for 2022.

CLIENT COPY



GRASSI

ADVISORS & ACCOUNTANTS

Form **8879-TE**

IRS e-file Signature Authorization for a Tax Exempt Entity

OMB No. 1545-0047

For calendar year 2022, or fiscal year beginning _____, 2022, and ending _____, 20____

2022

Department of the Treasury
Internal Revenue Service

Do not send to the IRS. Keep for your records.
Go to www.irs.gov/Form8879TE for the latest information.

Name of filer

RYE FREE READING ROOM

EIN or SSN

13-1740028

Name and title of officer or person subject to tax **CHRIS SHOEMAKER
DIRECTOR**

Part I Type of Return and Return Information

Check the box for the return for which you are using this Form 8879-TE and enter the applicable amount, if any, from the return. Form 8038-CP and Form 5330 filers may enter dollars and cents. For all other forms, enter whole dollars only. If you check the box on line 1a, 2a, 3a, 4a, 5a, 6a, 7a, 8a, 9a, or 10a below, and the amount on that line for the return being filed with this form was blank, then leave line 1b, 2b, 3b, 4b, 5b, 6b, 7b, 8b, 9b, or 10b, whichever is applicable, blank (do not enter -0-). But, if you entered -0- on the return, then enter -0- on the applicable line below. Do not complete more than one line in Part I.

1a Form 990 check here	<input checked="" type="checkbox"/>	b Total revenue , if any (Form 990, Part VIII, column (A), line 12)	1b <u>2,394,004.</u>
2a Form 990-EZ check here	<input type="checkbox"/>	b Total revenue , if any (Form 990-EZ, line 9)	2b _____
3a Form 1120-POL check here	<input type="checkbox"/>	b Total tax (Form 1120-POL, line 22)	3b _____
4a Form 990-PF check here	<input type="checkbox"/>	b Tax based on investment income (Form 990-PF, Part V, line 5)	4b _____
5a Form 8868 check here	<input type="checkbox"/>	b Balance due (Form 8868, line 3c)	5b _____
6a Form 990-T check here	<input type="checkbox"/>	b Total tax (Form 990-T, Part III, line 4)	6b _____
7a Form 4720 check here	<input type="checkbox"/>	b Total tax (Form 4720, Part III, line 1)	7b _____
8a Form 5227 check here	<input type="checkbox"/>	b FMV of assets at end of tax year (Form 5227, Item D)	8b _____
9a Form 5330 check here	<input type="checkbox"/>	b Tax due (Form 5330, Part II, line 19)	9b _____
10a Form 8038-CP check here	<input type="checkbox"/>	b Amount of credit payment requested (Form 8038-CP, Part III, line 22)	10b _____

Part II Declaration and Signature Authorization of Officer or Person Subject to Tax

Under penalties of perjury, I declare that I am an officer of the above entity or I am a person subject to tax with respect to (name of entity) _____, (EIN) _____ and that I have examined a copy of the 2022 electronic return and accompanying schedules and statements, and, to the best of my knowledge and belief, they are true, correct, and complete. I further declare that the amount in Part I above is the amount shown on the copy of the electronic return. I consent to allow my intermediate service provider, transmitter, or electronic return originator (ERO) to send the return to the IRS and to receive from the IRS (a) an acknowledgement of receipt or reason for rejection of the transmission, (b) the reason for any delay in processing the return or refund, and (c) the date of any refund. If applicable, I authorize the U.S. Treasury and its designated Financial Agent to initiate an electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment. I have selected a personal identification number (PIN) as my signature for the electronic return and, if applicable, the consent to electronic funds withdrawal.

PIN: check one box only

I authorize **GRASSI & CO. CPA'S, P.C.** to enter my PIN **10035**
ERO firm name Enter five numbers, but do not enter all zeros

as my signature on the tax year 2022 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I also authorize the aforementioned ERO to enter my PIN on the return's disclosure consent screen.

As an officer or person subject to tax with respect to the entity, I will enter my PIN as my signature on the tax year 2022 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I will enter my PIN on the return's disclosure consent screen.

Signature of officer or person subject to tax

Date

Part III Certification and Authentication

ERO's EFIN/PIN. Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN.

11232210035

Do not enter all zeros

I certify that the above numeric entry is my PIN, which is my signature on the 2022 electronically filed return indicated above. I confirm that I am submitting this return in accordance with the requirements of Pub. 4163, Modernized e-File (MeF) Information for Authorized IRS e-file Providers for Business Returns.

ERO's signature **GRASSI & CO. CPA'S, P.C.**

Date **11/13/23**

ERO Must Retain This Form - See Instructions

Do Not Submit This Form to the IRS Unless Requested To Do So

LHA For Privacy Act and Paperwork Reduction Act Notice, see instructions.

Form **8879-TE** (2022)

Application for Automatic Extension of Time To File an Exempt Organization Return

Department of the Treasury
Internal Revenue Service

▶ **File a separate application for each return.**
▶ **Go to www.irs.gov/Form8868 for the latest information.**

Electronic filing (e-file). You can electronically file Form 8868 to request a 6-month automatic extension of time to file any of the forms listed below with the exception of Form 8870, Information Return for Transfers Associated With Certain Personal Benefit Contracts, for which an extension request must be sent to the IRS in paper format (see instructions). For more details on the electronic filing of this form, visit www.irs.gov/e-file-providers/e-file-for-charities-and-non-profits.

Automatic 6-Month Extension of Time. Only submit original (no copies needed).

All corporations required to file an income tax return other than Form 990-T (including 1120-C filers), partnerships, REMICs, and trusts must use Form 7004 to request an extension of time to file income tax returns.

Type or print	Name of exempt organization or other filer, see instructions. RYE FREE READING ROOM	Taxpayer identification number (TIN) 13-1740028
File by the due date for filing your return. See instructions.	Number, street, and room or suite no. If a P.O. box, see instructions. 1061 BOSTON POST ROAD	
	City, town or post office, state, and ZIP code. For a foreign address, see instructions. RYE, NY 10580	

Enter the Return Code for the return that this application is for (file a separate application for each return) 0 | 1

Application Is For	Return Code	Application Is For	Return Code
Form 990 or Form 990-EZ	01	Form 1041-A	08
Form 4720 (individual)	03	Form 4720 (other than individual)	09
Form 990-PF	04	Form 5227	10
Form 990-T (sec. 401(a) or 408(a) trust)	05	Form 6069	11
Form 990-T (trust other than above)	06	Form 8870	12
Form 990-T (corporation)	07		

CHRIS SHOEMAKER

- The books are in the care of ▶ **1061 BOSTON POST RD - RYE, NY 10580**

Telephone No. ▶ **914-967-0480**

Fax No. ▶ _____

- If the organization does not have an office or place of business in the United States, check this box
- If this is for a Group Return, enter the organization's four digit Group Exemption Number (GEN) _____. If this is for the whole group, check this box . If it is for part of the group, check this box and attach a list with the names and TINs of all members the extension is for.

1 I request an automatic 6-month extension of time until **NOVEMBER 15, 2023**, to file the exempt organization return for the organization named above. The extension is for the organization's return for:
▶ calendar year **2022** or
▶ tax year beginning _____, and ending _____.

2 If the tax year entered in line 1 is for less than 12 months, check reason: Initial return Final return
 Change in accounting period

3a If this application is for Forms 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions.	3a	\$	0.
b If this application is for Forms 990-PF, 990-T, 4720, or 6069, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit.	3b	\$	0.
c Balance due. Subtract line 3b from line 3a. Include your payment with this form, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions.	3c	\$	0.

Caution: If you are going to make an electronic funds withdrawal (direct debit) with this Form 8868, see Form 8453-TE and Form 8879-TE for payment instructions.

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)
 Do not enter social security numbers on this form as it may be made public.
 Go to www.irs.gov/Form990 for instructions and the latest information.

2022
 Open to Public Inspection

Department of the Treasury
 Internal Revenue Service

A For the **2022** calendar year, or tax year beginning and ending

B Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	C Name of organization RYE FREE READING ROOM		D Employer identification number 13-1740028
	Doing business as		E Telephone number 914-231-3160
	Number and street (or P.O. box if mail is not delivered to street address)	Room/suite	
	1061 BOSTON POST ROAD		G Gross receipts \$ 2,883,476.
	City or town, state or province, country, and ZIP or foreign postal code RYE, NY 10580		
F Name and address of principal officer: CHRIS SHOEMAKER SAME AS C ABOVE		H(a) Is this a group return for subordinates? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No H(b) Are all subordinates included? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No," attach a list. See instructions H(c) Group exemption number	

I Tax-exempt status: 501(c)(3) 501(c) () (insert no.) 4947(a)(1) or 527

J Website: **RYELIBRARY.ORG**

K Form of organization: Corporation Trust Association Other

L Year of formation: **1884** **M** State of legal domicile: **NY**

Part I Summary			
1 Briefly describe the organization's mission or most significant activities: SEE SCHEDULE O			
2 Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.			
Activities & Governance	3 Number of voting members of the governing body (Part VI, line 1a)	3	17
	4 Number of independent voting members of the governing body (Part VI, line 1b)	4	17
	5 Total number of individuals employed in calendar year 2022 (Part V, line 2a)	5	33
	6 Total number of volunteers (estimate if necessary)	6	20
	7a Total unrelated business revenue from Part VIII, column (C), line 12	7a	0.
	b Net unrelated business taxable income from Form 990-T, Part I, line 11	7b	0.
	Revenue	8 Contributions and grants (Part VIII, line 1h)	Prior Year
9 Program service revenue (Part VIII, line 2g)		2,222,387.	2,058,254.
10 Investment income (Part VIII, column (A), lines 3, 4, and 7d)		61,035.	66,072.
11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)		231,737.	57,746.
12 Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)		9,080.	211,932.
		2,524,239.	2,394,004.
Expenses		13 Grants and similar amounts paid (Part IX, column (A), lines 1-3)	0.
	14 Benefits paid to or for members (Part IX, column (A), line 4)	0.	0.
	15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	1,160,851.	1,214,795.
	16a Professional fundraising fees (Part IX, column (A), line 11e)	0.	0.
	b Total fundraising expenses (Part IX, column (D), line 25)	0.	
	17 Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	874,397.	1,195,456.
	18 Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	2,035,248.	2,410,251.
19 Revenue less expenses. Subtract line 18 from line 12	488,991.	-16,247.	
Net Assets or Fund Balances	20 Total assets (Part X, line 16)	Beginning of Current Year	End of Year
	21 Total liabilities (Part X, line 26)	5,676,507.	5,439,605.
	22 Net assets or fund balances. Subtract line 21 from line 20	0.	0.
	5,676,507.	5,439,605.	

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer	Date			
	CHRIS SHOEMAKER, DIRECTOR Type or print name and title				
Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature	Date	Check if self-employed <input type="checkbox"/>	PTIN
	JAIME RAPPS	JAIME RAPPS	11/13/23		P01462990
Preparer Use Only	Firm's name	Firm's EIN	Phone no.		
	GRASSI & CO. CPA'S, P.C. 750 THIRD AVENUE, 28TH FLOOR NEW YORK, NY 10017	11-3266576	212-661-6166		

May the IRS discuss this return with the preparer shown above? See instructions Yes No

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Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III

1 Briefly describe the organization's mission: TO SERVE AS A DYNAMIC GATHRING PLACEAND CENTER FOR LIFELONG LEARNINGS FOR RYE RESIDENTS OF ALL AGES AND INTERESTS.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? Yes No

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? Yes No

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses.

4a (Code:) (Expenses \$ 2,048,571. including grants of \$) (Revenue \$ 66,072.) PROVIDE UP TO DATE AND INFORMATION SERVICES AND RECREATIONAL MATERIALS. LIBRARY MATERIAL CIRCULATION OF 126,376.

PROVIDE EDUCATIONAL PROGRAMS. TOTAL OF 1,213 PROGRAMS, HELD, ATTENDED BY 21,366 CHILDREN, 3,368 TEENS AND 4,135 ADULTS.

PROVIDE COMPUTER SERVICES AND EDUCATIONAL TUTORIAL CLASSES RELATED TO SOFTWARE AND HARDWARE. 3,716 APPOINTMENTS, 8300 HOURS OF WIFI, 54,144 SESSIONS.

4b (Code:) (Expenses \$ including grants of \$) (Revenue \$)

4c (Code:) (Expenses \$ including grants of \$) (Revenue \$)

4d Other program services (Describe on Schedule O.) (Expenses \$ including grants of \$) (Revenue \$)

4e Total program service expenses 2,048,571.

Part IV Checklist of Required Schedules

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Table with 3 columns: Question ID, Yes, No. Rows 1-21 with various questions and 'X' marks in the Yes/No columns.

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Part IV Checklist of Required Schedules (continued)

Table with 3 columns: Question ID, Question Text, Yes, No. Rows include questions 22 through 38 regarding grants, compensation, tax-exempt bonds, excess benefits, and contributions.

Part V Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response or note to any line in this Part V

Table with 3 columns: Question ID, Question Text, Yes, No. Rows include questions 1a, 1b, and 1c regarding Form 1096, Forms W-2G, and backup withholding rules.

Part V Statements Regarding Other IRS Filings and Tax Compliance (continued)

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Table with columns for question number, question text, and Yes/No response boxes. Includes questions 2a through 17 regarding employee counts, tax returns, gross income, foreign accounts, prohibited transactions, and charitable contributions.

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Part VI Governance, Management, and Disclosure. For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes on Schedule O. See instructions.

Check if Schedule O contains a response or note to any line in this Part VI [X]

Section A. Governing Body and Management

Table with 3 columns: Question, Yes, No. Rows include: 1a Enter the number of voting members... 17; 1b Enter the number of voting members included on line 1a... 17; 2 Did any officer, director, trustee, or key employee have a family relationship... X; 3 Did the organization delegate control over management duties... X; 4 Did the organization make any significant changes to its governing documents... X; 5 Did the organization become aware during the year of a significant diversion of the organization's assets... X; 6 Did the organization have members or stockholders... X; 7a Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body... X; 7b Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body... X; 8 Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following: a The governing body? X; b Each committee with authority to act on behalf of the governing body? X; 9 Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses on Schedule O... X

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

Table with 3 columns: Question, Yes, No. Rows include: 10a Did the organization have local chapters, branches, or affiliates? X; 10b If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?; 11a Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form? X; 11b Describe on Schedule O the process, if any, used by the organization to review this Form 990.; 12a Did the organization have a written conflict of interest policy? If "No," go to line 13 X; 12b Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts? X; 12c Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe on Schedule O how this was done X; 13 Did the organization have a written whistleblower policy? X; 14 Did the organization have a written document retention and destruction policy? X; 15 Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision? a The organization's CEO, Executive Director, or top management official X; b Other officers or key employees of the organization X; If "Yes" to line 15a or 15b, describe the process on Schedule O. See instructions.; 16a Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year? X; 16b If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?

Section C. Disclosure

- 17 List the states with which a copy of this Form 990 is required to be filed NONE
18 Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A, if applicable), 990, and 990-T (section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.
[] Own website [] Another's website [X] Upon request [] Other (explain on Schedule O)
19 Describe on Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.
20 State the name, address, and telephone number of the person who possesses the organization's books and records
CHRIS SHOEMAKER - 914-967-0480
1061 BOSTON POST RD, RYE, NY 10580

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

Check if Schedule O contains a response or note to any line in this Part VII

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
 - List all of the organization's **current** key employees, if any. See the instructions for definition of "key employee."
 - List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (box 5 of Form W-2, box 6 of Form 1099-MISC, and/or box 1 of Form 1099-NEC) of more than \$100,000 from the organization and any related organizations.
 - List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
 - List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.
- See the instructions for the order in which to list the persons above.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) CHRIS SHOEMAKER EXECUTIVE DIRECTOR	40.00			X			114,977.	0.	44,183.	
(2) CATHERINE RIEDEL ASSISTANT DIRECTOR	40.00			X			95,623.	0.	15,300.	
(3) STACY LAVELLE BOOKKEEPER	10.00			X			22,610.	0.	2,148.	
(4) KATHLEEN RIEGELHAUPT PRESIDENT	4.00	X		X			0.	0.	0.	
(5) KIRSTEN BUCCI VICE PRESIDENT	4.00	X		X			0.	0.	0.	
(6) JAN KELSEY SECRETARY	3.00	X		X			0.	0.	0.	
(7) MARRIA SEILER TREASURER	4.00	X		X			0.	0.	0.	
(8) MATT ANDERSON TRUSTEE	2.00	X					0.	0.	0.	
(9) DAIRE BROWN TRUSTEE	2.00	X					0.	0.	0.	
(10) JACKIE COHEN TRUSTEE	2.00	X					0.	0.	0.	
(11) NICOLE CUNNINGHAM TRUSTEE	2.00	X					0.	0.	0.	
(12) CHASE FINLEY TRUSTEE (RESIGNED 11/22)	2.00	X					0.	0.	0.	
(13) SHELLEY HUBER TRUSTEE	2.00	X					0.	0.	0.	
(14) FRANCIS JENKINS TRUSTEE	2.00	X					0.	0.	0.	
(15) MICHAEL KARMILOWICZ TRUSTEE (RESIGNED 10/22)	2.00	X					0.	0.	0.	
(16) JILL MACVICAR TRUSTEE	2.00	X					0.	0.	0.	
(17) MEGAN MONAGHAN TRUTEE	2.00	X					0.	0.	0.	

Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(18) TRISH MUCCIA TRUSTEE	2.00	X						0.	0.	0.
(19) KANE O'NEIL TRUSTEE	2.00	X						0.	0.	0.
(20) ELIZABETH PARKS TRUSTEE	2.00	X						0.	0.	0.
(21) EMILIE REDDOCH TRUSTEE	2.00	X						0.	0.	0.
(22) WANHI SALERNO TRUSTEE (RESIGNED 11/22)	2.00	X						0.	0.	0.
(23) PETER SINNOT IV TRUSTEE	2.00	X						0.	0.	0.
1b Subtotal								233,210.	0.	61,631.
c Total from continuation sheets to Part VII, Section A								0.	0.	0.
d Total (add lines 1b and 1c)								233,210.	0.	61,631.

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization 1

	Yes	No
3 Did the organization list any former officer, director, trustee, key employee, or highest compensated employee on line 1a? <i>If "Yes," complete Schedule J for such individual</i>		X
4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? <i>If "Yes," complete Schedule J for such individual</i>		X
5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? <i>If "Yes," complete Schedule J for such person</i>		X

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation
NONE		

2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization 0

Part VIII Statement of Revenue

Check if Schedule O contains a response or note to any line in this Part VIII

				(A)	(B)	(C)	(D)	
				Total revenue	Related or exempt function revenue	Unrelated business revenue	Revenue excluded from tax under sections 512 - 514	
Contributions, Gifts, Grants and Other Similar Amounts	1 a	Federated campaigns	1a					
	b	Membership dues	1b					
	c	Fundraising events	1c	141,711.				
	d	Related organizations	1d					
	e	Government grants (contributions)	1e	1,340,999.				
	f	All other contributions, gifts, grants, and similar amounts not included above ...	1f	575,544.				
	g	Noncash contributions included in lines 1a-1f	1g	\$				
	h	Total. Add lines 1a-1f		2,058,254.				
	Program Service Revenue	2 a	<u>OSBORN BRANCH</u>	Business Code	459210	49,273.	49,273.	
b		<u>FINES/BOOK RENTAL FEES</u>		459210	16,403.	16,403.		
c		<u>BOOK SALES</u>		459210	396.	396.		
d								
e								
f		All other program service revenue						
g		Total. Add lines 2a-2f			66,072.			
Other Revenue	3	Investment income (including dividends, interest, and other similar amounts)			57,746.		57,746.	
	4	Income from investment of tax-exempt bond proceeds						
	5	Royalties						
	6 a	Gross rents	6a	(i) Real				
				(ii) Personal				
	b	Less: rental expenses ...	6b					
	c	Rental income or (loss)	6c					
	d	Net rental income or (loss)						
	7 a	Gross amount from sales of assets other than inventory	7a	(i) Securities				
				(ii) Other				
					436,514.			
	b	Less: cost or other basis and sales expenses	7b	436,514.				
	c	Gain or (loss)	7c	0.				
d	Net gain or (loss)			0.				
8 a	Gross income from fundraising events (not including \$ <u>141,711.</u> of contributions reported on line 1c). See Part IV, line 18	8a		52,958.				
				52,958.				
b	Less: direct expenses	8b						
c	Net income or (loss) from fundraising events			0.				
9 a	Gross income from gaming activities. See Part IV, line 19	9a						
b	Less: direct expenses	9b						
c	Net income or (loss) from gaming activities							
10 a	Gross sales of inventory, less returns and allowances	10a						
b	Less: cost of goods sold	10b						
c	Net income or (loss) from sales of inventory							
Miscellaneous Revenue	11 a	<u>PROCEEDS FROM INSURANC</u>	Business Code	900099	195,000.		195,000.	
	b	<u>MISCELANEOUS</u>		900099	16,932.		16,932.	
	c							
	d	All other revenue						
	e	Total. Add lines 11a-11d			211,932.			
12	Total revenue. See instructions			2,394,004.	66,072.	0.	269,678.	

Part IX Statement of Functional Expenses

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Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
<i>Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.</i>				
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21 ...				
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	294,841.		294,841.	
6 Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	740,439.	740,439.		
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	36,486.	36,486.		
9 Other employee benefits	46,449.	46,449.		
10 Payroll taxes	96,580.	73,377.	23,203.	
11 Fees for services (nonemployees):				
a Management				
b Legal				
c Accounting	18,988.		18,988.	
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees	14,934.		14,934.	
g Other. (If line 11g amount exceeds 10% of line 25, column (A), amount, list line 11g expenses on Sch O.)	272,850.	272,850.		
12 Advertising and promotion				
13 Office expenses	75,541.	74,030.	1,511.	
14 Information technology	80,131.	80,058.	73.	
15 Royalties				
16 Occupancy	198,312.	194,346.	3,966.	
17 Travel				
18 Payments of travel or entertainment expenses for any federal, state, or local public officials ...				
19 Conferences, conventions, and meetings	6,526.	6,526.		
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	176,808.	173,274.	3,534.	
23 Insurance	31,383.	30,755.	628.	
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A), amount, list line 24e expenses on Schedule O.)				
a LIBRARY MATERIALS	293,128.	293,128.		
b _____				
c _____				
d _____				
e All other expenses _____	26,855.	26,853.	2.	
25 Total functional expenses. Add lines 1 through 24e	2,410,251.	2,048,571.	361,680.	0.
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720)				

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Part X Balance Sheet

Check if Schedule O contains a response or note to any line in this Part X

		(A) Beginning of year		(B) End of year	
Assets	1 Cash - non-interest-bearing	742,474.	1	977,800.	
	2 Savings and temporary cash investments		2		
	3 Pledges and grants receivable, net		3		
	4 Accounts receivable, net		4		
	5 Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		5		
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B)		6		
	7 Notes and loans receivable, net		7		
	8 Inventories for sale or use		8		
	9 Prepaid expenses and deferred charges		9		
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a 5,253,477.			
	b Less: accumulated depreciation	10b 2,871,437.	2,557,997.	10c	2,382,040.
	11 Investments - publicly traded securities	2,376,036.	11	2,079,765.	
	12 Investments - other securities. See Part IV, line 11		12		
	13 Investments - program-related. See Part IV, line 11		13		
	14 Intangible assets		14		
	15 Other assets. See Part IV, line 11		15		
16 Total assets. Add lines 1 through 15 (must equal line 33)		5,676,507.	16	5,439,605.	
Liabilities	17 Accounts payable and accrued expenses		17		
	18 Grants payable		18		
	19 Deferred revenue		19		
	20 Tax-exempt bond liabilities		20		
	21 Escrow or custodial account liability. Complete Part IV of Schedule D		21		
	22 Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		22		
	23 Secured mortgages and notes payable to unrelated third parties		23		
	24 Unsecured notes and loans payable to unrelated third parties		24		
	25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D		25		
	26 Total liabilities. Add lines 17 through 25		0.	26	0.
Net Assets or Fund Balances	Organizations that follow FASB ASC 958, check here <input checked="" type="checkbox"/> and complete lines 27, 28, 32, and 33.				
	27 Net assets without donor restrictions	4,120,756.	27	3,954,080.	
	28 Net assets with donor restrictions	1,555,751.	28	1,485,525.	
	Organizations that do not follow FASB ASC 958, check here <input type="checkbox"/> and complete lines 29 through 33.				
	29 Capital stock or trust principal, or current funds		29		
	30 Paid-in or capital surplus, or land, building, or equipment fund		30		
	31 Retained earnings, endowment, accumulated income, or other funds		31		
	32 Total net assets or fund balances	5,676,507.	32	5,439,605.	
	33 Total liabilities and net assets/fund balances	5,676,507.	33	5,439,605.	

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Part XI Reconciliation of Net Assets

Check if Schedule O contains a response or note to any line in this Part XI

1	Total revenue (must equal Part VIII, column (A), line 12)	1	2,394,004.
2	Total expenses (must equal Part IX, column (A), line 25)	2	2,410,251.
3	Revenue less expenses. Subtract line 2 from line 1	3	-16,247.
4	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	4	5,676,507.
5	Net unrealized gains (losses) on investments	5	-220,655.
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain on Schedule O)	9	0.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	10	5,439,605.

Part XII Financial Statements and Reporting

Check if Schedule O contains a response or note to any line in this Part XII

1 Accounting method used to prepare the Form 990: Cash Accrual Other **MODIFIED CASH**

If the organization changed its method of accounting from a prior year or checked "Other," explain on Schedule O.

2a Were the organization's financial statements compiled or reviewed by an independent accountant?

If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both:

Separate basis Consolidated basis Both consolidated and separate basis

b Were the organization's financial statements audited by an independent accountant?

If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both:

Separate basis Consolidated basis Both consolidated and separate basis

c If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant?

If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.

3a As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Uniform Guidance, 2 C.F.R. Part 200, Subpart F?

b If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits

		Yes	No
2a			X
2b		X	
2c		X	
3a			X
3b			

Form 990 (2022)

SCHEDULE A (Form 990)

Department of the Treasury Internal Revenue Service

Public Charity Status and Public Support

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust. Attach to Form 990 or Form 990-EZ.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2022

Open to Public Inspection

Name of the organization: RYE FREE READING ROOM; Employer identification number: 13-1740028

Part I Reason for Public Charity Status. (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1 [] A church, convention of churches, or association of churches described in section 170(b)(1)(A)(i).
2 [] A school described in section 170(b)(1)(A)(ii).
3 [] A hospital or a cooperative hospital service organization described in section 170(b)(1)(A)(iii).
4 [] A medical research organization operated in conjunction with a hospital described in section 170(b)(1)(A)(iii).
5 [] An organization operated for the benefit of a college or university owned or operated by a governmental unit described in section 170(b)(1)(A)(iv).
6 [] A federal, state, or local government or governmental unit described in section 170(b)(1)(A)(v).
7 [X] An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in section 170(b)(1)(A)(vi).
8 [] A community trust described in section 170(b)(1)(A)(vi).
9 [] An agricultural research organization described in section 170(b)(1)(A)(ix) operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture.
10 [] An organization that normally receives (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions...
11 [] An organization organized and operated exclusively to test for public safety.
12 [] An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in section 509(a)(1) or section 509(a)(2).
a [] Type I. A supporting organization operated, supervised, or controlled by its supported organization(s)...
b [] Type II. A supporting organization supervised or controlled in connection with its supported organization(s)...
c [] Type III functionally integrated. A supporting organization operated in connection with, and functionally integrated with, its supported organization(s)...
d [] Type III non-functionally integrated. A supporting organization operated in connection with its supported organization(s) that is not functionally integrated...
e [] Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
f Enter the number of supported organizations []
g Provide the following information about the supported organization(s).

Table with 6 columns: (i) Name of supported organization, (ii) EIN, (iii) Type of organization, (iv) Is the organization listed in your governing document?, (v) Amount of monetary support, (vi) Amount of other support. Includes a Total row at the bottom.

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in)	(a) 2018	(b) 2019	(c) 2020	(d) 2021	(e) 2022	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")	1573066.	1580427.	1434556.	2222387.	2058254.	8868690.
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 Total. Add lines 1 through 3	1573066.	1580427.	1434556.	2222387.	2058254.	8868690.
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 Public support. Subtract line 5 from line 4.						8868690.

Section B. Total Support

Calendar year (or fiscal year beginning in)	(a) 2018	(b) 2019	(c) 2020	(d) 2021	(e) 2022	(f) Total
7 Amounts from line 4	1573066.	1580427.	1434556.	2222387.	2058254.	8868690.
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources	81,786.	79,550.	65,874.	65,419.	57,746.	350,375.
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)	11,825.	14,228.	305.	9,080.	211,932.	247,370.
11 Total support. Add lines 7 through 10						9466435.
12 Gross receipts from related activities, etc. (see instructions)					12	279,918.
13 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here						<input type="checkbox"/>

Section C. Computation of Public Support Percentage

14 Public support percentage for 2022 (line 6, column (f), divided by line 11, column (f))	14	93.69 %
15 Public support percentage from 2021 Schedule A, Part II, line 14	15	95.38 %
16a 33 1/3% support test - 2022. If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization	<input checked="" type="checkbox"/>	
b 33 1/3% support test - 2021. If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization	<input type="checkbox"/>	
17a 10% -facts-and-circumstances test - 2022. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here. Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization	<input type="checkbox"/>	
b 10% -facts-and-circumstances test - 2021. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here. Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization	<input type="checkbox"/>	
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions	<input type="checkbox"/>	

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Table with 7 columns: (a) 2018, (b) 2019, (c) 2020, (d) 2021, (e) 2022, (f) Total. Rows include: 1 Gifts, grants, contributions, and membership fees received; 2 Gross receipts from admissions; 3 Gross receipts from activities that are not an unrelated trade or business; 4 Tax revenues levied for the organization's benefit; 5 The value of services or facilities furnished by a governmental unit; 6 Total; 7a Amounts included on lines 1, 2, and 3 received from disqualified persons; 7b Amounts included on lines 2 and 3 received from other than disqualified persons; 8 Public support.

Section B. Total Support

Table with 7 columns: (a) 2018, (b) 2019, (c) 2020, (d) 2021, (e) 2022, (f) Total. Rows include: 9 Amounts from line 6; 10a Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources; 10b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975; 10c Add lines 10a and 10b; 11 Net income from unrelated business activities not included on line 10b, whether or not the business is regularly carried on; 12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.); 13 Total support.

14 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here

Section C. Computation of Public Support Percentage

Table with 2 columns: Line number, Percentage. Row 15: Public support percentage for 2022 (line 8, column (f), divided by line 13, column (f)) 15 %; Row 16: Public support percentage from 2021 Schedule A, Part III, line 15 16 %

Section D. Computation of Investment Income Percentage

Table with 2 columns: Line number, Percentage. Row 17: Investment income percentage for 2022 (line 10c, column (f), divided by line 13, column (f)) 17 %; Row 18: Investment income percentage from 2021 Schedule A, Part III, line 17 18 %

19a 33 1/3% support tests - 2022. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization

b 33 1/3% support tests - 2021. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization

20 Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions

Part IV Supporting Organizations

(Complete only if you checked a box on line 12 of Part I. If you checked box 12a, Part I, complete Sections A and B. If you checked box 12b, Part I, complete Sections A and C. If you checked box 12c, Part I, complete Sections A, D, and E. If you checked box 12d, Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

	Yes	No
1 Are all of the organization's supported organizations listed by name in the organization's governing documents? <i>If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.</i>		
2 Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? <i>If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).</i>		
3a Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? <i>If "Yes," answer lines 3b and 3c below.</i>		
b Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? <i>If "Yes," describe in Part VI when and how the organization made the determination.</i>		
c Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? <i>If "Yes," explain in Part VI what controls the organization put in place to ensure such use.</i>		
4a Was any supported organization not organized in the United States ("foreign supported organization")? <i>If "Yes," and if you checked box 12a or 12b in Part I, answer lines 4b and 4c below.</i>		
b Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? <i>If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.</i>		
c Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? <i>If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.</i>		
5a Did the organization add, substitute, or remove any supported organizations during the tax year? <i>If "Yes," answer lines 5b and 5c below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).</i>		
b Type I or Type II only. Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
c Substitutions only. Was the substitution the result of an event beyond the organization's control?		
6 Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? <i>If "Yes," provide detail in Part VI.</i>		
7 Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? <i>If "Yes," complete Part I of Schedule L (Form 990).</i>		
8 Did the organization make a loan to a disqualified person (as defined in section 4958) not described on line 7? <i>If "Yes," complete Part I of Schedule L (Form 990).</i>		
9a Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons, as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? <i>If "Yes," provide detail in Part VI.</i>		
b Did one or more disqualified persons (as defined on line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? <i>If "Yes," provide detail in Part VI.</i>		
c Did a disqualified person (as defined on line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? <i>If "Yes," provide detail in Part VI.</i>		
10a Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? <i>If "Yes," answer line 10b below.</i>		
b Did the organization have any excess business holdings in the tax year? <i>(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)</i>		

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Part IV Supporting Organizations (continued)

Table with 3 columns: Question, Yes, No. Row 11: Has the organization accepted a gift or contribution from any of the following persons? a A person who directly or indirectly controls... b A family member... c A 35% controlled entity...

Section B. Type I Supporting Organizations

Table with 3 columns: Question, Yes, No. Row 1: Did the governing body, members of the governing body, officers acting in their official capacity... Row 2: Did the organization operate for the benefit of any supported organization other than the supported organization(s)...

Section C. Type II Supporting Organizations

Table with 3 columns: Question, Yes, No. Row 1: Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)?

Section D. All Type III Supporting Organizations

Table with 3 columns: Question, Yes, No. Row 1: Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year... Row 2: Were any of the organization's officers, directors, or trustees either (i) appointed or elected... Row 3: By reason of the relationship described on line 2, above, did the organization's supported organizations have a significant voice...

Section E. Type III Functionally Integrated Supporting Organizations

Table with 3 columns: Question, Yes, No. Row 1: Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions). a The organization satisfied the Activities Test... b The organization is the parent of each of its supported organizations... c The organization supported a governmental entity... Row 2: Activities Test. Answer lines 2a and 2b below. a Did substantially all of the organization's activities during the tax year directly further the exempt purposes... b Did the activities described on line 2a, above, constitute activities that, but for the organization's involvement... Row 3: Parent of Supported Organizations. Answer lines 3a and 3b below. a Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees... b Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations?

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

1 Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part VI). See instructions.
All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A - Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3.	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	Adjusted Net Income (subtract lines 5, 6, and 7 from line 4)	8	

Section B - Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	Total (add lines 1a, 1b, and 1c)	1d	
e	Discount claimed for blockage or other factors (explain in detail in Part VI):		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d.	3	
4	Cash deemed held for exempt use. Enter 0.015 of line 3 (for greater amount, see instructions).	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by 0.035.	6	
7	Recoveries of prior-year distributions	7	
8	Minimum Asset Amount (add line 7 to line 6)	8	

Section C - Distributable Amount			Current Year
1	Adjusted net income for prior year (from Section A, line 8, column A)	1	
2	Enter 0.85 of line 1.	2	
3	Minimum asset amount for prior year (from Section B, line 8, column A)	3	
4	Enter greater of line 2 or line 3.	4	
5	Income tax imposed in prior year	5	
6	Distributable Amount. Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6	
7	<input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).		

Schedule A (Form 990) 2022

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)

Section D - Distributions		Current Year
1	Amounts paid to supported organizations to accomplish exempt purposes	1
2	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	2
3	Administrative expenses paid to accomplish exempt purposes of supported organizations	3
4	Amounts paid to acquire exempt-use assets	4
5	Qualified set-aside amounts (prior IRS approval required - provide details in Part VI)	5
6	Other distributions (describe in Part VI). See instructions.	6
7	Total annual distributions. Add lines 1 through 6.	7
8	Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions.	8
9	Distributable amount for 2022 from Section C, line 6	9
10	Line 8 amount divided by line 9 amount	10

Section E - Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2022	(iii) Distributable Amount for 2022
1	Distributable amount for 2022 from Section C, line 6		
2	Underdistributions, if any, for years prior to 2022 (reasonable cause required - explain in Part VI). See instructions.		
3	Excess distributions carryover, if any, to 2022		
a	From 2017		
b	From 2018		
c	From 2019		
d	From 2020		
e	From 2021		
f	Total of lines 3a through 3e		
g	Applied to underdistributions of prior years		
h	Applied to 2022 distributable amount		
i	Carryover from 2017 not applied (see instructions)		
j	Remainder. Subtract lines 3g, 3h, and 3i from line 3f.		
4	Distributions for 2022 from Section D, line 7: \$		
a	Applied to underdistributions of prior years		
b	Applied to 2022 distributable amount		
c	Remainder. Subtract lines 4a and 4b from line 4.		
5	Remaining underdistributions for years prior to 2022, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in Part VI. See instructions.		
6	Remaining underdistributions for 2022. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in Part VI. See instructions.		
7	Excess distributions carryover to 2023. Add lines 3j and 4c.		
8	Breakdown of line 7:		
a	Excess from 2018		
b	Excess from 2019		
c	Excess from 2020		
d	Excess from 2021		
e	Excess from 2022		

Schedule A (Form 990) 2022

Part VI **Supplemental Information.** Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

SCHEDULE A, PART II, LINE 10, EXPLANATION FOR OTHER INCOME:

MISCELLANEOUS

2018 AMOUNT: \$ 8,336.

2019 AMOUNT: \$ 4,482.

2020 AMOUNT: \$ 14,927.

2021 AMOUNT: \$ 9,080.

2022 AMOUNT: \$ 16,932.

NET INCOME OR (LOSS) FROM FUNDRAISING EVENTS

2018 AMOUNT: \$ 3,489.

2019 AMOUNT: \$ 9,746.

2020 AMOUNT: \$ -14,622.

2021 AMOUNT: \$ 0.

2022 AMOUNT: \$ 0.

PROCEEDS FROM INSURANCE

2022 AMOUNT: \$ 195,000.

SCHEDULE D
(Form 990)

Department of the Treasury
Internal Revenue Service

Supplemental Financial Statements

Complete if the organization answered "Yes" on Form 990,
Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.
Attach to Form 990.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2022

Open to Public
Inspection

Name of the organization **RYE FREE READING ROOM** Employer identification number **13-1740028**

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts. Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate value of contributions to (during year)		
3 Aggregate value of grants from (during year)		
4 Aggregate value at end of year		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Part II Conservation Easements. Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).
 Preservation of land for public use (for example, recreation or education) Preservation of a historically important land area
 Protection of natural habitat Preservation of a certified historic structure
 Preservation of open space

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

	Held at the End of the Tax Year
a Total number of conservation easements	2a
b Total acreage restricted by conservation easements	2b
c Number of conservation easements on a certified historic structure included in (a)	2c
d Number of conservation easements included in (c) acquired after July 25, 2006, and not on a historic structure listed in the National Register	2d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year _____

4 Number of states where property subject to conservation easement is located _____

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds?

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year _____

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year _____

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)?

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets. Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

1a If the organization elected, as permitted under FASB ASC 958, not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide in Part XIII the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under FASB ASC 958, to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:

(i) Revenue included on Form 990, Part VIII, line 1 \$ _____

(ii) Assets included in Form 990, Part X \$ _____

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under FASB ASC 958 relating to these items:

a Revenue included on Form 990, Part VIII, line 1 \$ _____

b Assets included in Form 990, Part X \$ _____

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990. Schedule D (Form 990) 2022

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)

- 3 Using the organization's acquisition, accession, and other records, check any of the following that make significant use of its collection items (check all that apply):
- a Public exhibition
 - b Scholarly research
 - c Preservation for future generations
 - d Loan or exchange program
 - e Other _____
- 4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.
- 5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? Yes No

Part IV Escrow and Custodial Arrangements. Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

- 1a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X? Yes No
- b If "Yes," explain the arrangement in Part XIII and complete the following table:
- | | Amount |
|---------------------------------|--------|
| c Beginning balance | 1c |
| d Additions during the year | 1d |
| e Distributions during the year | 1e |
| f Ending balance | 1f |
- 2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? Yes No
- b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII

Part V Endowment Funds. Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance	2,389,743.	2,189,719.	2,234,506.	2,011,999.	2,155,601.
b Contributions					
c Net investment earnings, gains, and losses	-178,843.	295,025.	57,794.	307,507.	-58,603.
d Grants or scholarships					
e Other expenditures for facilities and programs	101,616.	95,001.	102,581.	85,000.	84,999.
f Administrative expenses					
g End of year balance	2,109,284.	2,389,743.	2,189,719.	2,234,506.	2,011,999.

- 2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:
- a Board designated or quasi-endowment 37.9970 %
 - b Permanent endowment 62.0030 %
 - c Term endowment _____ %
- The percentages on lines 2a, 2b, and 2c should equal 100%.
- 3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:
- | | Yes | No |
|--|-----|----|
| (i) Unrelated organizations | | X |
| (ii) Related organizations | | X |
| b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R? _____ | 3b | |
- 4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land		3.		3.
b Buildings		4,943,042.	2,607,117.	2,335,925.
c Leasehold improvements				
d Equipment		310,432.	264,320.	46,112.
e Other				
Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.)				2,382,040.

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Part VII Investments - Other Securities.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
Total. (Col. (b) must equal Form 990, Part X, col. (B) line 12.)		

Part VIII Investments - Program Related.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
Total. (Col. (b) must equal Form 990, Part X, col. (B) line 13.)		

Part IX Other Assets.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. (Column (b) must equal Form 990, Part X, col. (B) line 15.)	

Part X Other Liabilities.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. (Column (b) must equal Form 990, Part X, col. (B) line 25.)	

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FASB ASC 740. Check here if the text of the footnote has been provided in Part XIII ...

Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return.

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total revenue, gains, and other support per audited financial statements		1	2,158,415.
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:			
a	Net unrealized gains (losses) on investments	2a	-220,655.	
b	Donated services and use of facilities	2b		
c	Recoveries of prior year grants	2c		
d	Other (Describe in Part XIII.)	2d		
e	Add lines 2a through 2d	2e	-220,655.	
3	Subtract line 2e from line 1	3	2,379,070.	
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:			
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a	14,934.	
b	Other (Describe in Part XIII.)	4b		
c	Add lines 4a and 4b	4c	14,934.	
5	Total revenue. Add lines 3 and 4c. (This must equal Form 990, Part I, line 12.)	5	2,394,004.	

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return.

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total expenses and losses per audited financial statements		1	2,395,317.
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:			
a	Donated services and use of facilities	2a		
b	Prior year adjustments	2b		
c	Other losses	2c		
d	Other (Describe in Part XIII.)	2d		
e	Add lines 2a through 2d	2e	0.	
3	Subtract line 2e from line 1	3	2,395,317.	
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:			
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a	14,934.	
b	Other (Describe in Part XIII.)	4b		
c	Add lines 4a and 4b	4c	14,934.	
5	Total expenses. Add lines 3 and 4c. (This must equal Form 990, Part I, line 18.)	5	2,410,251.	

Part XIII Supplemental Information.

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

PART V, LINE 4:

THE ENDOWMENT FUNDS ARE USED FOR CHILDRENS' PROGRAMS, BOOKS AND OTHER LIBRARY MATERIALS, AND LIBRARY MAINTENANCE. ADDITIONALLY, FUNDS ARE AVAILABLE TO BE USED AT THE DISCRETION OF THE BOARD OF THE TRUSTEES FOR THE BETTERMENT OF THE LIBRARY.

PART X, LINE 2:

THE LIBRARY HAS DETERMINED THAT THERE ARE NO MATERIAL UNCERTAIN TAX POSITIONS THAT REQUIRE DISCLOSURE IN THE FINANCIAL STATEMENTS. THE LIBRARY IS SUBJECT TO ROUTINE AUDITS BY TAXING JURISDICTIONS; HOWEVER, THERE ARE CURRENTLY NO AUDITS FOR ANY TAX PERIODS IN PROGRESS. THE LIBRARY BELIEVES IT IS NO LONGER SUBJECT TO INCOME TAX EXAMINATIONS PRIOR TO 2019.

Part XIII Supplemental Information *(continued)*

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Part II Fundraising Events. Complete if the organization answered "Yes" on Form 990, Part IV, line 18, or reported more than \$15,000 of fundraising event contributions and gross income on Form 990-EZ, lines 1 and 6b. List events with gross receipts greater than \$5,000.

		(a) Event #1	(b) Event #2	(c) Other events	(d) Total events (add col. (a) through col. (c))
		NOVEL NIGHT (event type)	VEHICLE FAIR (event type)	NONE (total number)	
Revenue	1	Gross receipts	168,848.	25,821.	194,669.
	2	Less: Contributions	119,149.	22,562.	141,711.
	3	Gross income (line 1 minus line 2)	49,699.	3,259.	52,958.
Direct Expenses	4	Cash prizes			
	5	Noncash prizes			
	6	Rent/facility costs	36,825.		36,825.
	7	Food and beverages			
	8	Entertainment	2,824.	3,259.	6,083.
	9	Other direct expenses	10,050.		10,050.
	10	Direct expense summary. Add lines 4 through 9 in column (d)			52,958.
11	Net income summary. Subtract line 10 from line 3, column (d)			0.	

Part III Gaming. Complete if the organization answered "Yes" on Form 990, Part IV, line 19, or reported more than \$15,000 on Form 990-EZ, line 6a.

		(a) Bingo	(b) Pull tabs/instant bingo/progressive bingo	(c) Other gaming	(d) Total gaming (add col. (a) through col. (c))
Revenue	1	Gross revenue			
	2	Cash prizes			
Direct Expenses	3	Noncash prizes			
	4	Rent/facility costs			
	5	Other direct expenses			
6	Volunteer labor	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	
7	Direct expense summary. Add lines 2 through 5 in column (d)				
8	Net gaming income summary. Subtract line 7 from line 1, column (d)				

9 Enter the state(s) in which the organization conducts gaming activities: _____

a Is the organization licensed to conduct gaming activities in each of these states? Yes No

b If "No," explain: _____

10a Were any of the organization's gaming licenses revoked, suspended, or terminated during the tax year? Yes No

b If "Yes," explain: _____

Part IV Supplemental Information *(continued)*

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Lined area for supplemental information.

**SCHEDULE J
(Form 990)**

Department of the Treasury
Internal Revenue Service

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Compensation Information

For certain Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees
Complete if the organization answered "Yes" on Form 990, Part IV, line 23.
Attach to Form 990.
Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2022

Open to Public Inspection

Name of the organization

RYE FREE READING ROOM

Employer identification number

13-1740028

Part I Questions Regarding Compensation

1a Check the appropriate box(es) if the organization provided any of the following to or for a person listed on Form 990, Part VII, Section A, line 1a. Complete Part III to provide any relevant information regarding these items.

- | | |
|--|--|
| <input type="checkbox"/> First-class or charter travel | <input type="checkbox"/> Housing allowance or residence for personal use |
| <input type="checkbox"/> Travel for companions | <input type="checkbox"/> Payments for business use of personal residence |
| <input type="checkbox"/> Tax indemnification and gross-up payments | <input type="checkbox"/> Health or social club dues or initiation fees |
| <input type="checkbox"/> Discretionary spending account | <input type="checkbox"/> Personal services (such as maid, chauffeur, chef) |

b If any of the boxes on line 1a are checked, did the organization follow a written policy regarding payment or reimbursement or provision of all of the expenses described above? If "No," complete Part III to explain

2 Did the organization require substantiation prior to reimbursing or allowing expenses incurred by all directors, trustees, and officers, including the CEO/Executive Director, regarding the items checked on line 1a?

3 Indicate which, if any, of the following the organization used to establish the compensation of the organization's CEO/Executive Director. Check all that apply. Do not check any boxes for methods used by a related organization to establish compensation of the CEO/Executive Director, but explain in Part III.

- | | |
|--|--|
| <input type="checkbox"/> Compensation committee | <input type="checkbox"/> Written employment contract |
| <input type="checkbox"/> Independent compensation consultant | <input type="checkbox"/> Compensation survey or study |
| <input type="checkbox"/> Form 990 of other organizations | <input type="checkbox"/> Approval by the board or compensation committee |

4 During the year, did any person listed on Form 990, Part VII, Section A, line 1a, with respect to the filing organization or a related organization:

- a** Receive a severance payment or change-of-control payment?
- b** Participate in or receive payment from a supplemental nonqualified retirement plan?
- c** Participate in or receive payment from an equity-based compensation arrangement?
- If "Yes" to any of lines 4a-c, list the persons and provide the applicable amounts for each item in Part III.

Only section 501(c)(3), 501(c)(4), and 501(c)(29) organizations must complete lines 5-9.

5 For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the revenues of:

- a** The organization?
- b** Any related organization?
- If "Yes" on line 5a or 5b, describe in Part III.

6 For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the net earnings of:

- a** The organization?
- b** Any related organization?
- If "Yes" on line 6a or 6b, describe in Part III.

7 For persons listed on Form 990, Part VII, Section A, line 1a, did the organization provide any nonfixed payments not described on lines 5 and 6? If "Yes," describe in Part III

8 Were any amounts reported on Form 990, Part VII, paid or accrued pursuant to a contract that was subject to the initial contract exception described in Regulations section 53.4958-4(a)(3)? If "Yes," describe in Part III

9 If "Yes" on line 8, did the organization also follow the rebuttable presumption procedure described in Regulations section 53.4958-6(c)?

	Yes	No
1a		
1b		
2		
3		
4a		X
4b		X
4c		X
5a		X
5b		X
6a		X
6b		X
7		X
8		X
9		

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule J (Form 990) 2022

Part II Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees. Use duplicate copies if additional space is needed.

For each individual whose compensation must be reported on Schedule J, report compensation from the organization on row (i) and from related organizations, described in the instructions, on row (ii). Do not list any individuals that aren't listed on Form 990, Part VII.

Note: The sum of columns (B)(i)-(iii) for each listed individual must equal the total amount of Form 990, Part VII, Section A, line 1a, applicable column (D) and (E) amounts for that individual.

(A) Name and Title		(B) Breakdown of W-2 and/or 1099-MISC and/or 1099-NEC compensation			(C) Retirement and other deferred compensation	(D) Nontaxable benefits	(E) Total of columns (B)(i)-(D)	(F) Compensation in column (B) reported as deferred on prior Form 990
		(i) Base compensation	(ii) Bonus & incentive compensation	(iii) Other reportable compensation				
(1) CHRIS SHOEMAKER EXECUTIVE DIRECTOR	(i)	114,977.	0.	0.	18,396.	25,787.	159,160.	0.
	(ii)	0.	0.	0.	0.	0.	0.	0.
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
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	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							

**SCHEDULE O
(Form 990)**

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.
Attach to Form 990 or Form 990-EZ.
Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047

2022

Open to Public
Inspection

Name of the organization

RYE FREE READING ROOM

Employer identification number

13-1740028

FORM 990, PART I, LINE 1, DESCRIPTION OF ORGANIZATION MISSION:

TO SERVE AS A DYNAMIC GATHERING PLACE AND CENTER FOR LIFELONG LEARNING
FOR RYE RESIDENTS OF ALL AGES AND INTERESTS.

FORM 990, PART VI, SECTION B, LINE 11B:

A DRAFT OF THE 990 WAS PRESENTED BY THE PREPARER AND WAS REVIEWED BY THE
DIRECTOR, TREASURER, PRESIDENT OF THE BOARD, AND THE AUDIT COMMITTEE. THEY
HAD THE OPPORTUNITY TO REQUEST CHANGES AND THEN THE FINAL 990 WAS PRESENTED
TO THE FULL BOARD PRIOR TO BEING FILED.

FORM 990, PART VI, SECTION B, LINE 12C:

YEARLY, MEMBERS OF THE BOARD OF TRUSTEES, THE FINANCE COMMITTEE, THE AUDIT
COMITTEE, OFFICERS AND KEY MANAGEMENT EMPLOYEES RECEIVE THE CONFLICT OF
INTEREST POLICY WHICH THEY ARE ASKED TO READ AND SIGN. EACH PERSON THAT
RECEIVES THE POLICY IS REQUIRED TO LIST POTENTIAL CONFLICTS THAT MAY ARISE
IN THE COMING YEAR WHICH WOULD CONSTITIUTE HIM OR HER INTO AN INTERESTED
PERSON. WHEN AN ACTUAL TRANSACTION IS BEING CONSIDERED, THE INTERESTED
PERSON MUST DISCLOSE THE EXISTENCE AND NATURE OF THE FINANCIAL OR PERSONAL
INTEREST TO THE MEMBERS OF THE BOARD OR COMMITTEES CONSIDERING THE
TRANSACTION. AFTER THE DISCLOSURE, THE INTERESTED PERSON SHALL LEAVE THE
BOARD MEETING WHILE THE FINANCIAL OR PERSONAL INTEREST IS DISCUSSED AND
VOTED UPON TO DETERMINE IF A CONFLICT OF INTEREST TRULY EXISTS. IF IT IS
DETERMINED THAT A CONFLICT DOES EXIST, THEN THE PRESIDENT OF THE BOARD OR
THE CHAIR OF A COMMITTEE SHALL APPOINT A DISINTERESTED PERSON OR COMMITTEE
TO INVESTIGATE ALTERNATIVES TO THE PROPOSED TRANSACTION OR ARRANGEMENT.

AFTER EXERCISING DUE DILIGENCE, THE COMMITTEE SHALL DETERMINE WHETHER THE

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule O (Form 990) 2022

Name of the organization

RYE FREE READING ROOM

Employer identification number

13-1740028

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RYE FREE READING ROOM CAN OBTAIN A MORE ADVANTAGEOUS TRANSACTION OR ARRANGEMENT WITH REASONABLE EFFORTS FROM A PERSON OR ENTITY THAT WOULD NOT GIVE RISE TO A CONFLICT OF INTEREST. IF A MORE ADVANTAGEOUS TRANSACTION OR ARRANGEMENT IS NOT REASONABLY ATTAINABLE UNDER CIRCUMSTANCES THAT WOULD NOT GIVE RISE TO A CONFLICT OF INTEREST, THE BOARD OR COMMITTEE SHALL DETERMINE BY A MAJORITY VOTE OF THE DISINTERESTED DIRECTORS WHETHER THE TRANSACTION OR ARRANGEMENT IS IN THE LIBRARY'S BEST INTEREST. IT SHALL MAKE ITS DECISION WHETHER TO ENTER INTO THE TRANSACTION OR ARRANGEMENT IN CONFORMITY WITH SUCH DETERMINATION. IF THE BOARD OR COMMITTEE HAS REASONABLE CAUSE TO BELIEVE THAT ONE OF ITS MEMBERS HAS FAILED TO DISCLOSE ACTUAL OR POSSIBLE CONFLICTS OF INTEREST, IT SHALL INFORM THE MEMBER OF THE BASIS FOR SUCH BELIEF AND AFFORD THE MEMBER AN OPPORTUNITY TO EXPLAIN THE ALLEGED FAILURE TO DISCLOSE. IF, AFTER HEARING THE RESPONSE OF THE MEMBER AND MAKING SUCH FURTHER INVESTIGATION AS MAY BE WARRANTED, THE BOARD OR COMMITTEE DETERMINES THAT THE MEMBER HAS IN FACT FAILED TO DISCLOSE AN ACTUAL OR POSSIBLE CONFLICT OF INTEREST, IT SHALL TAKE APPROPRIATE DISCIPLINARY AND CORRECTIVE ACTION.

FORM 990, PART VI, SECTION B, LINE 15:

LINE 15A - THE WESTCHESTER LIBRARY SYSTEM ANNUALLY REQUESTS FROM ALL LIBRARIES IN THE SYSTEM AN UPDATED FORM WHICH LISTS SALARIES FOR ALL EMPLOYEES IN EACH LIBRARY. ALONG WITH ALL OTHER EMPLOYEES, THE WLS SALARY REPORT LISTS THE SALARY OF THE DIRECTOR OF EACH LIBRARY IN THE SYSTEM AND THE YEARS IN THAT POSITION. THIS SALARY SURVEY REPORT IS ONE TOOL USED BY THE BOARD OF TRUSTEES. DIRECTOR'S LAST REVIEW WAS PERFORMED ON AUGUST 19, 2021. THE EXECUTIVE COMMITTEE REVIEWS THE DIRECTOR'S SELF EVALUATION, COMPARES SALARY LISTINGS FOR SIMILAR SIZE LIBRARIES IN WESTCHESTER COUNTY, AND DISCUSSES THE REVIEW WITH THE FULL BOARD.

Name of the organization

RYE FREE READING ROOM

Employer identification number

13-1740028

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LINE 15B - THE DIRECTOR REVIEWS THE COMPENSATION OF THE BUSINESS MANAGER. THIS WAS LAST CONDUCTED IN 2021.

FORM 990, PART VI, SECTION C, LINE 19:

GOVERNING DOCUMENTS ARE AVAILABLE ON THE WEBSITE. CONFLICT OF INTEREST IS AVAILABLE BY REQUEST. UNAUDITED FINANCIAL STATEMENTS ARE PUBLISHED IN THE ANNUAL REPORT AND ON THE WEBSITE. ACTUAL AUDIT IS AVAILABLE BY REQUEST ONCE RECEIVED.

FORM 990, PART IX, LINE 11G, OTHER FEES:

CONTRACTED SERVICES:

PROGRAM SERVICE EXPENSES	272,850.
MANAGEMENT AND GENERAL EXPENSES	0.
FUNDRAISING EXPENSES	0.
TOTAL EXPENSES	272,850.
TOTAL OTHER FEES ON FORM 990, PART IX, LINE 11G, COL A	272,850.

FORM 990, PART XII, LINE 1:

THE FINANCIAL STATEMENTS ARE PREPARED ON THE MODIFIED CASH BASIS OF ACCOUNTING. CONSEQUENTLY, REVENUES ARE RECOGNIZED WHEN RECEIVED RATHER THAN WHEN EARNED, AND EXPENSES ARE RECOGNIZED WHEN PAID RATHER THAN WHEN THE OBLIGATION IS INCURRED. HOWEVER, DEBT, UNREALIZED GAINS AND LOSSES ON INVESTMENTS, AND DEPRECIATION EXPENSE ARE RECOGNIZED IN THE FINANCIAL STATEMENTS.

FORM 990, PART XII, LINE 2C

THIS PROCESS HAS NOT CHANGED FROM THE PRIOR YEAR.

Name of the organization

RYE FREE READING ROOM

Employer identification number

13-1740028

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Mission Moments

Become a member today! Your membership truly makes a difference in the lives of all Rye residents. Visit www.ryelibrary.org/support to become a member today.

Need a title from the Superintendent's Reading List? Copies are available at the library – ask the librarian for more details.

Explore the new Discovery Area on the Lower Level – these books and toys give children a place for imaginative play, fine motor skill development, and a chance to read with parents and caregivers.

Notable Activities

Teen Lock-in : Gingerbread House Competition – December 8 at 5:15 pm
The holiday building contest returns – show your architectural skills in a team of up to 8. Registration and permission slip required.

Read in Rye : Patti Hartigan – December 6 at 7 pm
Join us for a special presentation from Rye High School graduate Patti Hartigan, as she talks about her biography of Black playwright August Wilson.

Rye Free Reading Room Winter Open House – December 16 at 2 pm
A special all ages celebration of the winter season. Featuring live music, cookie decorating, crafts – it's fun for all.

Preschool Stories with Ms. Lisa– Thursdays at 3:15
Brand new storytime! Join us at the Rye Free Reading Room for stories, songs, and activities geared specifically to your preschooler. Children ages 3-5 will explore together in a small, focused group with Ms. Lisa. This new program style features a 6-week curriculum filled with books and fun.