



BOARD OF TRUSTEES MEETING MINUTES
Thursday, October 10, 2024

New Rochelle Public Library: Main Library Ossie Davis Theater

NRPL Board President Lucille Renwick called the meeting to order at 7:31 p.m.

BOARD MEMBERS

Lucille Renwick, President
Corey Galloway, Vice President
Rhiannon Navin, Secretary
Fela Cortés
Tatiana Infante
Vera Salter
Nancy Weinberger

ADMINISTRATION

Eugenia Schatoff
Jean Manning
Yesika Torres
Dr. David Mener, WLS Representative

MINUTES OF THE BOARD MEETING

The minutes from the September 12 board meeting were reviewed by the Trustees. Vera Salter moved to approve the minutes, seconded by Fela Cortés and approved unanimously.

WLS Report

WLS Representative Dr. David Mener provided the following updates from the WLS Director:

The Public Library Construction Grant: NRPL's application has been received and approved. Total project amount is \$200,604. The amount requested and approved is \$180,544 with a stipulated match. The project includes the roof replacement for the theater and entrance, partial renovation of the multistack chiller/AC system. New Rochelle is one of the higher recipients.

The Westchester County 2024 budget did not fund WLS to the level that was anticipated, with a small expected shortfall of \$157,175 (10% below budget for the year.) This funding was initially reserved for a special project that will be restructured.

President's Report

Board President Lucille Renwick welcomed the new Library Director, Eugenia Schatoff, to her first official meeting.

Lucille Renwick reminded the Board that at the September meeting, the Board passed several resolutions as it transitioned from the Interim Director to the new Director. With the start of the new Director, the Board now has to pass a new set of resolutions:

Resolution #1: "Be it resolved that effective October 1, 2024, the library records access officer shall be Eugenia Schatoff, Library Director and its records appeals officer shall be Lucille Renwick, Board President, pending further action by the Board."

The resolution was seconded by Corey Galloway and passed unanimously.

Resolution #2: “Be it resolved that the Board of Trustees of the New Rochelle Public Library hereby amends its proceedings and ratifies that the following: Effective October 1, 2024, Jean Manning will no longer be purchasing agent for the new Rochelle Public Library.”

The resolution was seconded by Tatiana Infante and passed unanimously.

Resolution #3: “Be it resolved that Eugenia Schatoff is hereby designated as purchasing agent for the library as of October 1, 2024.”

The resolution was seconded by Fela Cortés and passed unanimously.

Resolution #4: “Be it resolved that New Rochelle Library’s new Director (Eugenia Schatoff is hereby designated as the signer of claims and warrants, along with any other two members of the Board of Trustees, as of October 1, 2024.”

The resolution was seconded by Rhiannon Navin and passed unanimously.

Director’s Report

Director Eugenia Schatoff thanked the Board for all the time and caretaking with her transition and she thanked the staff for the very warm welcome. Eugenia Schatoff also thanked the community, which has greeted her with smiles and handshakes. Eugenia Schatoff has already begun meeting with committee chairs and has begun committee work. She has taken the time to already meet with all direct reports and is in the process of meeting with all staff. She has reached out to key community stakeholders in order to meet with them as well.

A written Director’s report was submitted to the Board Members. It was the first time that a written Director’s report was submitted in this fashion. The Board members did not have any comments or questions.

Personnel

Board President Lucille Renwick presented a resolution in regards to two new hires that needed to be approved by the Board:

“Be it resolved that the Board of Trustees of the New Rochelle Public Library hereby amend its proceedings and ratify that the Board accept the hiring of the following employees: the full-time Librarian I, Caroline Reddy, at an annual salary of \$66,707.04, with a start date of August 16, 2024, and the full-time Library Director, Eugenia Schatoff, at an annual salary of \$180,000, with a start date of October 1, 2024.”

The resolution was seconded by Corey Galloway and passed unanimously.

COMMITTEE REPORTS

Budget Committee – Nothing to report

Buildings & Grounds/CROC Committee – The committee did a walkthrough with Director Eugenia Schatoff on Monday, October 7, to assess the condition of the building. The committee is working on an RFP for the renovation of the bathrooms at the HCL to be brought forth at the next meeting, to be in compliance with state law. The committee will meet again before the

Board meeting.

Community Relations Committee – NRPL Trustee Nancy Weinberger spoke about some highlights from the following programs/events in September/October:

Program and Events Highlights for NRPL in September include the following:

- Tutti Bravi Performances September 7 & 8 with 50 attendees for each performance
- Friday Night Concerts began again with the Nelson Riveros Quartet for Hispanic Heritage Month
- Saturday afternoon concerts began again with Iholely Garay
- New Rochelle Plays Hollywood Film Series began October 6 with Boomerang

Marketing and Community Highlights

- NRPL staffed a table at the New Rochelle Street Fair. Thanks to all Trustees that participated. Over 200 visitors.
- Coordinated staffing and promotional materials for 9 Meet the Teachers nights at CSDNR elementary and middle school.

October BTOP Activities

- The Digital Navigator program continues to help individuals deal with a variety of technology needs.
- Job Readiness Coach Rebecca Mazin assists with online job applications Monday evenings.
- The NRPL lobby hosted a variety of community information resources including the League of Women Voters, Urban Strategies HeadStart Program, Family Services of Westchester and Onward Recovery Services.
- Fall ESL Classes with Westchester Community College continue.
- ESL Conversation session program continues weekly.

Finance Committee – The committee will schedule a meeting within the next month.

Personnel Committee – The committee will schedule a meeting in the coming weeks.

Policy Committee – Fela Cortés reported that the Policy Committee is continuing its review of the library's full scope of policies. The committee will schedule a meeting in the coming weeks.

Special Projects Committee – Nothing to report

PUBLIC TO BE HEARD – No public to be heard.

The meeting was adjourned at 7:46 p.m., with a motion by Lucille Renwick, seconded by Tatiana Infante and unanimously approved.

Respectfully submitted,
Rhiannon Navin, Secretary

A recording of the meeting can be found on the library's website: www.nrpl.org.