

NRPL BOARD MEETING MINUTES

Thursday, September 11, 2025

New Rochelle Public Library: Main Library Ossie Davis Theater

NRPL Board President Lucille Renwick called the meeting to order at 7:30 p.m.

BOARD MEMBERS

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

ADMINISTRATION

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

RESOLUTION TO ADOPT AGENDA

Lucille Renwick made a motion to adopt the meeting agenda, as presented prior to the meeting, seconded by Vera Salter, approved unanimously.

MINUTES OF THE BOARD MEETING

The minutes from the August 14, 2025 Board meeting were shared ahead of the meeting and reviewed by the Trustees. Rhianon Navin made a motion to approve the minutes from the August 14, 2025 Board meeting, seconded by Tatiana Infante, approved unanimously.

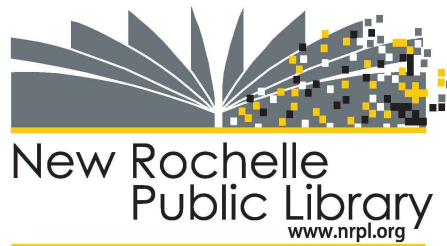
WLS Report

No report was given, because WLS Representative Dr. David Mener was not in attendance.

President's Report

Board President Lucille Renwick mentioned that September is Library Card Signup Month and invited all New Rochelle families to invite the Main Library or the Huguenot Children's Library to sign up for a library card and take advantage of all the services the NRPL has to offer. Lucille spoke about the New Rochelle Annual Street Fair, which will take place on August 13th. Both the NRPL and the NRPL Foundation will have tables at the fair, which presents a good opportunity for the community to learn more about the programming and services of the NRPL, as well as the amazing work the NRPL Foundation does to support the Library.

Lucille noted that the meeting happens to fall on the 24th anniversary of 9/11 and asked the Board to observe a moment of silence. Lucille mentioned that the NRPL offers free museum passes to the 9/11 Memorial and Museum.



Director's Report

Director Eugenia Schatoff reported that the City School District of New Rochelle approached the NRPL to discuss the possibility of conducting an independent annual audit, rather than being included within the school district's broader audit. This shift is intended to strengthen fiscal compliance, improve internal controls, and reinforce the Library's independent oversight of public funds. This fiscal year will be a hybrid year in terms of the Library's audit arrangement with the Library utilizing the school district's existing audit contract with an addendum for the Library with the understanding that next year, the Library will have the flexibility to select and put out proposals for its own independent audit firm. Eugenia received the addendum to the school district's audit engagement, which specifically covers the Library's financial statements with a proposed fee structure of \$25,000 for the audit itself plus a one-time fee of \$5,000 for the preparation of the Library's initial financial statements and first-time audit documentation. Moving forward, these costs will be a line in the Library's future budget planning. Before confirming, the Library requested that the engagement letter more clearly reflect the relationship between the school district and the Library, especially since the district acts as both the Library's tax authority and as the custodian of the Library's funds under Education Law 259 and the Library asked that the following clarification be added to the beginning of the audit scope and objective section: that the district currently serves both as the taxing authority for the levies supporting the Library and as custodian of the Library's funds, which may be expended per Education Law 259, with the period reviewed the Library did not have a separate Treasurer. The clarification was accepted and incorporated into the agreement. The agreement was reviewed by the Library's legal counsel and by Library Board officers. Eugenia recommended that the Board move forward with a vote to formally accept the contract as presented by the audit firm Bonadio & Co, LLP., for upcoming audit engagement.

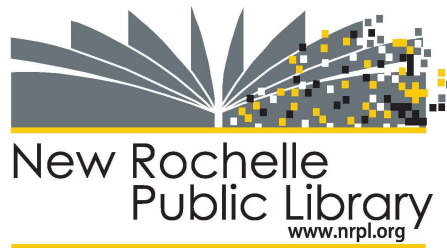
Lucille Renwick made a motion for the Board to formally accept the contract to conduct an independent audit, seconded by Corey Galloway, and approved unanimously.

COMMITTEE REPORTS

Budget/Finance Committee – Chair Rhiannon Navin reported that the Budget/Finance committee did not meet in the past month. The committee is continuing to move forward with the search for a Treasurer. The committee is scheduled to meet again on September 24, 2025 at 8:30am.

Buildings & Grounds/CROC Committee – Chair Corey Galloway reported that the committee did not meet in the past month. The committee is scheduled to meet again on September 19, 2025 at 10am.

Community Relations Committee – Co-Chairs Nancy Weinberger and Vera Salter reminded of the upcoming street fair on September 13, 2025, and encouraged members of the public to stop by the NRPL and the NRPL Foundation tables. They announced the grand opening of the Library's Children's Garden, to take place at the Main Library on October 18th, from 1:30-4pm with plenty of children's programming to celebrate the occasion.



Personnel Committee – Chair Tatiana Infante reported that the committee met on August 18, 2025. The primary focus of the meeting continued to be the implementation of the ADP system. Tatiana made a motion to approve the consent agenda for personnel resolutions, No. 2025-09 (1 through 3,) according to the recommended action for each item. Rhiannon Navin seconded the motion and it was approved unanimously. The committee will next meet on September 15, 2025, at 9 am.

Policy Committee – Committee Chair Fela Cortés reported that the committee met on August 8, 2025. Fela made a motion to approve the Timekeeping Policy, which was presented in advance to the full board for review. Lucille Renwick read a resolution pertaining to the timekeeping policy: to be added

Tatiana Infante seconded the motion and it was approved unanimously.
Fela made a motion to approve the Sexual Harassment Policy, seconded by Vera Salter, and approved unanimously.
The committee will next meet on October 6, 2025, at 9am.

APPROVAL OF CHECKS AND WARRANTS

Rhiannon Navin made a motion to approve
for the fiscal year 2024/2025: warrants 060
for the fiscal year 2025/2026: warrant 006, 007, 008, and 009

The motion was seconded by Corey Galloway and approved unanimously.

RESOLUTIONS

None

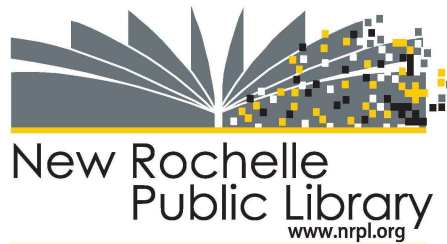
OLD BUSINESS

None

NEW BUSINESS

Rhiannon Navin announced that Lucille Renwick has been selected to receive the 2025 Velma K. Moore Award. Rhiannon read the email announcing Lucille's win:

“(Lucille has) been selected to receive one of four 2025 Velma K. Moore Awards from the Library Trustees Association, a Section of New York Library Association, for your exemplary service and contributions as a Trustee and Board President of the Board of Trustees of the New Rochelle Public Library in New Rochelle, New York. You were nominated by the Board of Trustees of the New Rochelle Public Library, New Rochelle, New York. Congratulations!



The Velma K. Moore Award was established to honor the memory of Velma Moore, one of the charter members of The New York State Association of Library Boards (NYSALB), now the Library Trustees Association Section (LTAS) of NYLA. Mrs. Moore worked actively for the improvement of library services in New York State from 1947 until her death in 1961. She served two terms as president and was a member of the NYSALB Board from its establishment and, for 33 years, she was also a Trustee of the Kenmore Public Library near Buffalo, New York. The Award was originally established in 1962 with a gift from the Moore family and carries a \$1,500 prize, which will be given to the library or library system of your choice.”

Rhiannon also read the nomination the Board had sent to the Velma K. Moore Award Committee:

Nomination of Lucille Renwick for the Velma K. Moore Award

On behalf of the New Rochelle Public Library Board of Trustees, I am honored to nominate our Board President, Lucille Renwick, for the 2025 Velma K. Moore Award.

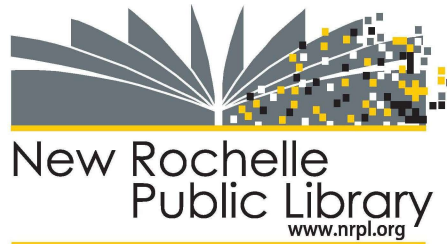
Lucille stepped into the role of Board President at a pivotal moment for our library. Following the retirement of our Library Director of 18 years, she guided the Board through a period of significant transition with clarity, confidence, and care. Under her leadership, we successfully hired and onboarded an Interim Director and conducted a national search that culminated in the appointment of a dynamic new permanent Director.

Lucille’s leadership has not only strengthened the Board internally—reenergizing our sense of purpose, deepening collaboration, and raising the standard of engagement—but has also had a profound and lasting effect on the library’s capacity to serve the New Rochelle community. Her efforts have laid a strong foundation for the library to enhance its services, programs, and operations in alignment with its mission: to improve the life of every citizen in our city by encouraging lifelong learning, protecting intellectual freedom, and ensuring fair and equal access to information.

By building a strong, collaborative relationship with the new Director, Lucille has helped implement systems and processes that will directly improve the library’s ability to deliver on its core values. These include creating welcoming, accessible spaces; supporting digital literacy and equitable access to technology; and fostering civic engagement and community connection across New Rochelle’s diverse neighborhoods.

A hallmark of Lucille’s presidency has been her strong and thoughtful collaboration with external partners. She has worked closely with the New Rochelle Public Library Foundation, Friends of the Library, the City of New Rochelle, and the New Rochelle School District - cultivating relationships that have led to increased visibility, support, and shared initiatives that benefit the entire community. Her ability to bridge institutional divides has greatly expanded the library’s reach and reinforced its role as a cornerstone of civic life in New Rochelle.

Lucille has also taken a highly active role in community outreach and advocacy. In a particularly challenging fiscal year, she attended neighborhood association meetings across the city to speak directly with residents about the importance of the library and to promote the library budget. Her



participation in community events and consistent engagement with local stakeholders aligns strongly with the Velma K. Moore Award's criteria regarding the promotion of library services through public speaking, advocacy, and involvement in both professional and lay library organizations.

Lucille's vision, tireless commitment, and passion for public service continue to drive the library forward. She is not only a leader but a catalyst for meaningful transformation—one whose contributions will have a lasting impact on every patron we serve. The entire Board proudly supports her nomination for the 2025 Velma K. Moore Award in recognition of her exemplary service and dedication to the mission of the New Rochelle Public Library.

PUBLIC TO BE HEARD – No public to be heard.

The meeting was adjourned at 7:58 p.m., with a motion by Lucille Renwick, seconded by Nancy Weinberger and unanimously approved.

Respectfully submitted,
Rhiannon Navin, Secretary

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